

SIVB BOARD OF DIRECTORS MEETING CONFERENCE CALL
Saturday, February 28, 2015

1.0 Introduction

Participants: Eugene Elmore (President), Dwight Tomes (President Elect), Allan Wenck (Vice President), Michael Fay (Secretary), Barbara Doonan (Treasurer), Mary Welter (Member-at-Large), Fredy Altpeter (Member-at-Large), Elizabeth Roemer (Member-at-Large), Nancy Reichert (Public Policy Chair), John Harbell (2015 Program Chair), Marietta Ellis (Managing Director), Shaimar Gonzalez (Student Representative), Ningning Zhang (Student Representative), and Michele Schultz (Publications Manager).

The Meeting was called to order at 10:35 am (EST).

1.1 Adoption of Minutes

The Board of Directors reviewed the minutes from the October, 2014 Board of Directors Meeting.

Motion: A motion was made to adopt the minutes from the October, 2014 Board Meeting; and the motion was seconded and passed.

1.2 Adoption of Agenda

The Board of Directors reviewed the agenda for the February 28, 2015 Board Meeting. **Motion:** A motion was made to adopt the agenda for the February 2015 Board Meeting; and the motion was seconded and passed.

1.3 Outstanding Action Items

Action Items from the June 2014 Board Meeting

- 1) Eugene Elmore needs to form an Ad Hoc Committee to work on setting up the certification/education program. **UPDATE:** This action item is still **ongoing**; Eugene Elmore indicated that this will be resolved by June 2015.
- 2) Eugene needs to contact Paul Price, Dwight will identify someone from plant, and Denry will contact someone for a special issue on stem cells for In Vitro Cellular & Developmental Biology-Animal. **Update: Ongoing**, Dwight has contacted Bill Gordon-Kamm and he is interested in writing an article. Eugene has contacted Paul Price and Denry has been recruiting for the special stem cell issue. We will discuss this again at the June Board Meeting.
- 3) Board members will assist with contacting non-renewed 2013 members. The list will be sorted by location. Once a call is completed, the person making the call will immediately send the membership renewal link to them in an email. **Update:** Dwight Tomes contacted the people on his renewal list, and Marietta informed the Board that she sent out a membership renewal notice to the people on the list. The good news is that some of these individuals did renew their membership with SIVB. This action item is **completed**.
- 4) Marietta will find out when current student members are graduating to facilitate the process of contacting them to become SIVB members. **Update: Completed**, some information was obtained through a broadcast email to the student members. The results received were included in the Board packet, and discussed under the Membership Update.

Action Items from the October 2014 Board Meeting

- 5) Take the June minutes back to Michael Fay and Marietta, and Michael will update the minutes for review by the Board. Sections to be filled out with more detail include: 5.2, 6.3, and 7.0. **Update: Completed**, the revised minutes were sent out to the Board for their review, and the modified minutes were approved. The approved minutes have been added to the SIVB website.
- 6) Marietta to keep IAPB funds (~\$800) until provided with contact information for new USA Secretariat and will offer IAPB USA option for USA members. **Update: Ongoing**, SIVB has not been provided with a new USA correspondent; when the new Secretariat is identified the funds will be distributed and we will continue to offer IAPB USA option for USA members.
- 7) Marietta will contact those with pending action items to confirm whether those action items are still pending or if they should be removed from the list. **Update: This action item has been Completed.**
- 8) Eugene Elmore to go to Sandra Coecke at the European Union Reference Laboratory-European Centre for the Validation of Alternative Methods (EURL-ECVAM) in Ispra, Italy, and request that SIVB be able put their historical films on the SIVB website or allow links to the materials on the SIVB film library page on the new website. **Update: Ongoing**, Eugene Elmore contacted Sandra Coecke by email and has not received a response.
- 9) Business office will contact the attendees of the 2014 Meeting to see if they have photos that they would like to submit to the business office for inclusion on the SIVB Facebook page. The business office will screen the photos before they go online. **Update: Completed**, The photos were uploaded in November and those posts ended up being our most viral posts on Facebook.
- 10) Board members to confirm their recommendation for a tagline from those provided at the Board Meeting. The forerunner at this time is "The Science Behind Biotechnology". **Update: Completed**, The results will be passed onto the Membership Committee for their final determination.
- 11) Marietta to contact David Duncan to schedule a conference call at the beginning of the second week after the Board Meeting with an interview panel containing Board members (Eugene Elmore, Barbara Reed, Allan Wenck, Denry Sato, Barabar Doonan, and Dwight Tomes). **Update: This action item is completed**, and David Duncan is the new Editor-In-Chief for In Vitro Cellular & Developmental Biology-Plant.
- 12) David Songstad to create an overview to present to the Board for their review of how to better define the agreements between SIVB and other organizations to create a common working relationship for possible future joint meetings. **Update: Completed**, the overview document was included in the Board packet and was reviewed by the Board. The recommendations include that a dollar amount would be specified in the contract for what each Society is responsible for, and that each Society would commit to a specific number of exhibitors. In addition, excess funds would be distributed based on member attendance from each Society. Also, the date of the meeting must be carefully planned to promote maximal attendance from both Societies. Marietta will include the recommendations in a file in the Business Office for future use.
- 13) David Songstad to confirm the honorarium requested by Dr. McWilliams to determine whether SIVB can afford the cost of him speaking at the 2016 Meeting. **Update: This item is completed**;

we can identify good speakers from southern California and will not be contacting Dr. McWilliams.

- 14) John Harbell to work to raise funds for Keynote Speaker (~\$5,000). **Update:** This action item is **completed**; sufficient funds have been raised for the keynote speaker.
- 15) David Songstad (Local organizing Committee member) to talk to University of Arizona to help get the word out about the 2015 meeting. **Update:** This action item is **completed**.
- 16) The board was requested to provide names of anyone in the Arizona area they know to help the Business Office get the word out about the 2015 Meeting, and to coordinate local sales representatives for being exhibitors at the meeting. **Update: Completed**, We do have some meeting registrations from the University of Arizona.
- 17) Marietta will send a list of meeting exhibitors to the Board members so that they might contact companies not on the list to let them know about the possibility of being an exhibitor at our meeting. **Update:** This action item is **completed**; the Board members had access to exhibitor information from the board packet and some companies were contacted.
- 18) Marietta to prepare and send out a formal invitation letter, on behalf of Eugene Elmore, to Calvin Kuo in regard to serving as the 2015 Keynote speaker, and in this letter they will request his official contact information. **Update:** This action item is **completed**; and Calvin Kuo is the Keynote speaker for the 2015 Meeting.
- 19) Business office to pursue special events at Biosphere on Wednesday, June 3rd, and the Desert Museum on Tuesday evening, June 2nd. **Update:** This action item is **completed**; and both events are on the registration from.
- 20) Eugene Elmore to contact Yvonne Reid to determine status of an ATCW at the annual meeting. **Update: Ongoing**, Eugene will follow up with Yvonne Reid; it was discussed that there would be 2 sessions, one for Plant and one for Animal.
- 21) David to approach Dannette Ward about the Monsanto fund and support for the student initiative. **Update: Ongoing**, David did approach Dannette and asked her to contact Marietta for more information.
Motion: Before pursuing the Monsanto fund request further, David and Dannette wanted the Board's approval to expand this request to ask for \$250,000 to build upon the success of the free student registration initiative and to expand this request to include students throughout the World by having an internet-based poster session with funds required to build the web-based system to host the poster session (user and host friendly); and also funds to make this competitive (prize money) including travel funds for the winners to come to the SIVB meeting to present "live" their results the following year. The motion was seconded and passed.
- 22) Marietta and David to approach the Publications Committee about organizing a potential pre-meeting "Scientific Writing" workshop on Saturday morning for students and other interested participants for which English is not the primary language. This session is being considered for the 2016 World Congress. **Update: Ongoing**, this will be discussed under the Publications update.
- 23) Marietta and Sarah Blazewicz to pursue a contract with both hotels in San Diego (Sheraton and Town and Country) for the 2016 World Congress on In Vitro Biology. **Update: Completed**, the Sheraton in San Diego will be the site for the 2016 World Congress.

- 24) Sarah and Marietta to pursue Tuesday off property events in Old Town San Diego or a cruise for the 2016 World Congress, and pursue possible Zoo trip for Wednesday afternoon. **Update:** This action item is **ongoing**.
- 25) Marietta and Sarah will begin to search in Raleigh, NC, Asheville, NC, Atlanta, GA, Tampa, FL, and Philadelphia, PA to identify a venue for the 2017 meeting. **Update: Ongoing**, this will be discussed under the 2016/2017 meeting update.
- 26) Marietta to contact the Section Officers with the request to transfer 2013 and 2014 speaker and administration funds for 2014. **Update:** This action item is **completed**.
- 27) Marietta to work with Constitution & Bylaws Committee to work through Strategic Long Range Planning Committee to see if there is anything we need to change. **Update:** This action item is **ongoing**.
- 28) The Board needs to email ideas and recommendations to David Songstad with the names of individuals who they think would be good candidates for the Officer and Member-at-Large positions, as well as for the Section Officer positions, for the upcoming election. **Update: Ongoing**, this item will be discussed under Committee updates.
- 29) Marietta to provide Eugene Elmore with the exact amount that IVACS needs to raise in funds each year to support their program. **Update:** This action item is **completed**.
- 30) Marietta will contact Harold Trick to request his participation as 2016 Program Chair for the World Congress on In Vitro biology. If he does not accept, Valerie Pence will be contacted. **Update: Completed**, Harold Trick has accepted the position of 2016 Program Chair.
- 31) Marietta to mention to the Website Committee the Board's suggestion of adding a list of Lifetime Achievement Awardees on the home page of the new website or as a pop up. **Update: Ongoing**, this item will be discussed under publications.
- 32) Marietta to confirm that Awards Committee was in agreement that Lifetime Achievement Award will require \$3,000 contribution. **Update:** This item is **completed**.
- 33) Barbara Doonan to contact the Membership Committee with additional tagline: The Biotechnology App. **Update: Completed**, this tagline was added to the list.
- 34) SIVB will offer a survey to students at the 2015 meeting to gauge whether they would continue with SIVB after graduation, and asking if the student initiatives and membership in SIVB are important to them. Marietta and Ningning Zhang to work on survey content. **Update:** This item is **ongoing** and the goal is to get this done before the June meeting.
- 35) During the 2015 Meeting poster sessions, interview students about what they learned from SIVB and the meeting, and resulting video footage would be used on our website as testimonials for SIVB. Ask permission of students who are filmed to use video on website. Ningning will work with the business office to coordinate this. **Update:** This item is **ongoing**.
- 36) At the 2015 meeting, find out from students what best social media options are and encourage students to share information on what they learned at the meeting through those venues. **Update:** This item is **ongoing**, and will be done at the 2015 Meeting.
- 37) Adjust student initiative for 2015 Meeting so students receive free registration only if they submit abstract/pay abstract fee. **Update:** This item is place and is **ongoing**.
- 38) Marietta will request the Website Committee provide their thoughts on an online poster event in conjunction with the 2015 meeting. **Update:** This item is **ongoing**.

- 39) Business office to design poster to send to David Songstad with new 2015 student initiative information on it. **Update:** This item is **completed**.
- 40) Marietta to review Endowment information provided by Eugene Elmore. Eugene will adjust information to note money is designated as a gift, and not a donation. **Update:** this item is **ongoing**.

1.4 Emeritus Ratification and Deceased SIVB Members

It was confirmed that Dr. Shirley Kovacs meets the criteria for emeritus membership. **Motion:** A motion was made to offer emeritus membership to Dr. Shirley Kovacs, and the motion was seconded and passed. Dr. Kovacs will be notified by the Business office concerning her emeritus membership. The Board was recently notified about two deceased SIVB members, Dr. Stuart McConnell and Dr. Eugene Perrin.

2.0 2015 In Vitro Biology Update

2.1 Program Update

John Harbell, 2015 Program Chair, provided the program update. The meeting planning is going well with a couple of exceptions. One issue is the Tuesday Plenary session which is being organized by Todd Jones and Patrick McNutt. They have not made progress with the planning of the Plenary because two of the speakers they wanted to recruit are already speaking at another session at the meeting. They are working on an alternate plan for the session, and John will follow up with them. Also, Addy Alt-Holland is working on an alternate plan for the Wednesday Plenary session. The Section Program Chairs have done an excellent job.

2.2 Meeting Update/Meeting Statistics

Marietta Ellis provided the board with updated information concerning the 2015 meeting. We are on target with the number of submitted abstracts with 126 total submissions (54 general, 47 student and 25 speaker abstracts) at this point in time; in comparison we had 122 SIVB abstracts for the 2014 meeting. There is some concern over the number of registrations at this point in time, as we have 71 paid registrations, and at this point in time for the 2014 meeting we had 109 paid registrations. The Business Office will be sending out frequent email blasts to promote meeting registrations and hotel reservations. We currently have 41 student registrations, which is down from the 2014 meeting where we had 70 student registrations. We are expecting at least another 20 student registrations and we will reach out to the Arizona Universities to promote additional student registrations. At this point in time the total number of registrants for the meeting is 159, which is down from the 2014 meeting where we had 228 registrants. We have increased the number of exhibitors by a couple of exhibitors compared to last year, and we currently have 11 exhibitors. With regard to the off-site events, we need 75 participants for the Dinner at the Desert Museum and 35 participants for the Biosphere, to reach the financial goal. The Keynote speaker, Dr. Calvin Kuo, has been identified and contacted. We are working to resolve the issues with the two plenary sessions that John Harbell talked about. The students are working on identifying speakers for their sessions, and there are no issues with the student sessions. There is concern that the room reservations are low, as we currently have 237 room nights booked. We do have \$30,000 in catering that we need to

fulfill for the 2015 Meeting. The deadline for hotel reservations is May 1st and the Business Office will send out broadcast emails to remind everyone to make their hotel reservation.

2.3 Fundraising

Allen Wenck provided the fundraising update for the 2015 Meeting. An updated spreadsheet outlining all of the contributions was provided to the Board. The general meeting fund has received \$7,500; the student initiative fund has received \$11,750; the Keynote speaker fund has received \$5,000; the registration bag fund has received \$3,000; the IVACS activity fund has received \$5,100; and the Plant activity fund has received \$30,510. Syngenta may still make a contribution, and Mary Welter is looking into a Foundation grant through Dow Agro Sciences. Michael Fay is working on a donation from Midwestern University to support the student initiative and IVACS activity fund. Also, a donation from Bayer CropScience was not included on the spreadsheet. The target goal for IVACS fundraising was discussed and it was mentioned that the goal is \$10,000 to \$15,000.

3.0 Awards

3.1 Lifetime Achievement Award Nominations

There are 2 nominations for the Lifetime Achievement Award; both Gertrude Buehring and Delia Bethell have been nominated. It was discussed that \$3,000 (\$1,500 for travel/registration and \$1,500 for reception) must be raised to support each Lifetime Achievement Award recipient. The financial situation is such that the Society does not have the funds to pay for these awards out of the Meeting fund. It was suggested that the nominators should be contacted to reinforce the expectation that \$3,000 be raised for each Lifetime Achievement Award nominee. The website indicates that \$3,000 must be raised by those making the nomination, and the expectation is that the source of the funds should be identified as part of the nomination packet. It was discussed that the Board supports the nomination of Gertrude Buehring for the Lifetime Achievement Award, and that \$3,000 have been raised in support of her award. **Motion:** The motion was made to approve Gertrude Buehring's Lifetime Achievement Award, and the motion was seconded and passed. It was discussed that only a portion of the funds have been identified in support of Delia Bethell's Lifetime Achievement Award. The Board is in support of Delia Bethell's Lifetime Achievement Award nomination; however, they want to make sure that the funds are available to support the award.

Motion: A motion was made that the final resolution on Delia Bethell's Lifetime Achievement Award be made on April 3, 2015, based on the outcome of the fundraising.

3.2 Fellow Award Nomination

The Board is in Support of Harold Trick's Fellow Award nomination. **Motion:** A motion was made to approve Harold Trick's Fellow Award, and the motion was seconded and passed.

3.3 Distinguished Scientist Award Nomination

This is the first time the Distinguished Scientist Award is being awarded, and the Board is pleased to see that Zeng-yu Wang is the first individual to be nominated. **Motion:** A motion was made to approve Zeng-yu Wang's Distinguished Scientist Award, and the motion was seconded and passed.

4.0 Treasurer's Report

4.1 Financials (December 2014)

Barbara Doonan provided the financial update, and the good news is that we are in the black financially. It is important that we continue to work on our membership numbers as this is a major contributor to our financial health, and we hope to gain back 40 members that we lost in 2014. The membership issue is an important matter for the Membership Committee and the Long-Range Planning Committee. The royalties from our journals continue to be a major source of revenue. The royalties for the 2013 subscription year decreased slightly to \$37,808 for IVP, and increased slightly to \$95,391 for IVA. It is expected that these numbers will drop in 2015, as this is the first year that we are no longer eligible to receive royalties from our relationship with BioOne. It is also important to promote participation at our annual meeting, as the annual meeting is also an important source of income for the Society. We must also continue to identify new strategies for fundraising.

The 2015 budget was discussed, and the budget has been prepared in an exceedingly conservative manner; however, there is a \$37,568 deficit. We are anticipating that fundraising efforts will be enhanced and that we will meet or exceed the budgetary goals in the 2015 budget. It is important that we reach our goal to get 30-40 additional people to register for the 2015 Meeting; we currently have \$23,000 in registration fees but our goal is \$54,000.

4.1.2 Discuss adding donation line on membership renewal form for IVACS and PBS activity funds

To promote contributions to the IVACS and PBS activity funds, the possibility of adding a line item on the annual membership registration form was discussed. The Board was in support of this idea, and this was added as an **Action Item**.

4.1.3 IVACS activity fund donation letter

To promote contributions to the IVACS activity fund, the possibility of sending a letter to the IVACS membership was discussed. The Board was in support of this idea, and this was added as an **Action Item**.

5.0 2016 and 2017 Meeting Updates

5.1 2016 World Congress Update

Marietta Ellis provided the 2016 Meeting update. For the Sheraton, San Diego we were able to negotiate a lower room rate from \$189 to \$175. We were also able to decrease the food & beverage cost from \$80,000 to \$45,000. The Sheraton also wants a room block of 880 and we must meet 80% of this number (704 rooms). The hotel has worked with us in regard to concessions and we are hopeful that the meeting will be well attended since we have not had a meeting in San Diego in a while. The Board commended Marietta for helping the Society to save money with regard to our negotiations with the Sheraton. Barbara Reed suggested we send a letter to the IAPB members to promote the 2016 meeting in San Diego, and this was added as an **Action Item**.

5.2 2017 Meeting Venue Discussion

Sarah Blazewicz provided an update regarding the venue for the 2017 meeting. The Board had requested proposals from Raleigh, NC, Asheville, NC, Atlanta, GA, Tampa, FL, and Philadelphia PA. Philadelphia did not respond and they have been removed from the list for consideration. Proposals from 5 hotels, with reasonable concessions, that responded were discussed and these included: the Crowne Plaza (Asheville, NC), the Hyatt Regency (Atlanta, GA), the Marriott City and Convention Center (Raleigh, NC), the Renaissance Atlanta Waverly Hotel and convention Center (Atlanta, GA), and the Grand Hyatt Tampa Bay (Tampa Bay, FL). Marietta provided clarification for the room rate from the Marriott City and Convention Center (Raleigh, NC); the room rate is listed as \$169; however, the actual room rate is \$159 and \$10 goes back to the Raleigh Convention Center. Marietta also mentioned that the Renaissance Atlanta Waverly Hotel and convention Center (Atlanta, GA) is a self-contained property with access to restaurants and a movie theatre across the street, and we would likely be the only group at the venue for our meeting. The price for food & beverage fees was discussed. We usually spend ~\$40,000; however, we attempt to identify a venue with food & beverage costs that are ~\$30,000 in the contract in an attempt to be under budget in case there is an event we decide not to do. **Action Item:** The Board discussed the various venues, and it was decided that Marietta and Sarah should pursue negotiations with the Marriott (Raleigh, NC), and the two venues in Atlanta (Hyatt Regency, Renaissance Atlanta Waverly Hotel and convention Center as possible locations for the 2017 Meeting. We will look into the possibility of the Tampa, FL region for a future SIVB Meeting.

6.0 Publications

6.1 Publications Update

Michele Schultz and Barbara Reed provided the publications update.

6.1.1 IVA update and IVA Page Charges

The In Vitro Animal journal is doing very well with regard to workflow; the issues are published on-time with full issues, and the journal is back on track to being healthy. An issue for the Board to review is the extension or permanent removal of page charges for the In Vitro Animal journal. In 2007, when Springer took over, page charges were removed because we were publishing double issues that were half the size they should have been. In 2009, we extended the temporary removal of page charges because we were close to having full issues but we were not quite there. In 2012, we just started having 10 issues of decent size but not all the way to the full page budget. Currently we do have a healthy page flow and the rejection rate for the In Vitro Animal Journal is ~41% - 52%. The Publications Committee reviewed the issue and Springer noted that the Journal is on track but highly recommended the removal of page charges. After reviewing the issues involved, the Publications Committee recommends to the Board that we permanently remove page charges, noting that there is not a sufficient benefit for reinstating them. At this time the Board would need to discuss and vote on whether they would like to accept the Committees recommendation. **Motion:** A motion was made to accept the Publication's Committee recommendation to permanently remove page charges for In Vitro Cellular & Developmental Biology-Animal; the motion was seconded and passed.

6.1.2 IVP Update

In terms of the In Vitro Plant Journal, the IAPB papers are still very healthy in their flow; however, the flow rate of the IVP papers are low at this time, and we are looking at ways to address this issue. One of the things we are hoping for with the transition to the new Editor is that David Duncan will be able to help address this issue. David Duncan accepted the position of Editor of the In Vitro Cellular & Developmental Biology-Plant Journal in November, and he started the position on January 1, 2015. John Finer continues to work with David Duncan in regard to training, as he assumes full control as Editor of the Journal. Barbara encouraged anyone with ideas for special issues to contact her or David Duncan.

6.1.3 Springer Update

Jacco Flipsen, who has been our editorial contact at Springer for 5-6 years, has been promoted to a Vice President position at Springer, and Eric Stannard has taken over his position with our journals. Eric came to the SIVB meeting a couple of years ago so he is familiar with SIVB, and Jacco is training Eric so that he becomes more familiar with our Journals. We did have an issue with the editorial manager contact person at Springer where the Editors were not getting a quick response to their requests. This issue with the staff member has been addressed, and the issue is being repaired at this time.

6.1.4 Potential Writing Workshop for the 2016 World Congress

After the last Board Meeting, David Songstad approached Barbara Reed concerning Dr. Trigiano's writing workshop for individuals for which English is not the primary language. Barbara worked with the SIVB to produce an overview for the Publications Committee to get their feedback. Overall the Publications Committee saw value in the workshop but they have not held a vote to confirm whether or not they are going to recommend holding it. The Committee had a number of questions with regard to the schedule and the amount of time, and the possibility of reducing the cost. The Committee was concerned about the cost to participants, and the financial obligation to the Society is the fees are not covered by the number of participants. The Business Office and Barbara will be going back to Dr. Trigiano with these issues, and this is an **Action item**. This updated information will be provided to the Publications Committee so that they can make a recommendation to the Board. Barbara indicated that the Publications Committee thought it was a good idea if we could attract enough participants, and that it might also be useful for individuals whose primary language is English. If we did not get enough registered participants we could always cancel the writing workshop.

6.1.5 In Vitro Report

The In Vitro Report has been mostly on schedule and the last issue was published in the new website design using the wordpress design format. We are seeing an increase in the number of submissions from the SIVB membership.

6.1.6 Website Update

We have completed the conversion of the website design and it has been moved to the Website Committee for their review, and so far the feedback has been positive. They are going to get their final feedback to us by the middle of March so that we can implement the changes; and make the site available sometime by the end of March to the middle of April. The discussion forum has been approved and is ready for release on the new site, and the film library content located on outside locations has been linked to the new site. The winners of the image competition have been included in the new site. The google analytics with regard to the keywords that people are using to find our website were discussed. The referral sites that direct people to the SIVB website were reviewed, and it is good to see that the mobile facebook site is working. People are seeing the information on their mobile devices and our meeting site is setup to be responsive to mobile devices. With regard to visibility and social marketing, the November 26th post with the images from the 2014 meeting had the highest engagement that we have ever had. We have seen a 45% increase in the number of twitter followers since our last meeting. We have implemented hashtags for the Animal and Plant Journals, and are encouraging the use of these hashtags to promote the Journals. We want to thank the Board for posts on cell line contamination and on GMOs; and we encourage Board members to continue to provide links that would be of interest to the membership.

6.1.7 Invitation Letter to People who Submitted an Abstract to the 2015 Meeting

The Board discussed the possibility of sending a letter to everyone who submits an abstract for the 2015 meeting to invite them to consider publishing in our journals. This item is an **Action Item**.

7.0 Committees

7.1 Nominating: 2016 – 2018 Election

The positions for which we are looking for candidates for the election include: President-Elect, Vice President, Secretary, Treasurer, Member- at-Large (to replace PBS Member at Large, Mary Welter), Member-at-Large (to replace IVACS member at large, Elizabeth Roemer), Publications Chair, and Public Policy Chair. We would also be looking for the 2017 Program Chair. David Songstad has sent emails out to identify possible candidates for these positions, and he provided the Board with an updated list of candidates which was discussed at the Board Meeting. We will also need nominations for the PBS and IVACS section officer positions, and Marietta will discuss the titles for these positions with David. The PBS section currently has a Chair, Co-Chair, and secretary/treasurer as officer positions. The IVACS section currently has a Chair, Co-Chair membership, co-Chair Program, and Secretary as officer positions. The goal is to have a full slate of candidates for the June board Meeting, and this is an **Action Item**. It was discussed how it is preferential for a candidate to have experience as a section officer prior to running for a Board position.

7.2 Membership

Marietta Ellis provided an update on the membership numbers, which are progressively declining. An important consideration for picking the location of the annual meeting is to identify a city where

we can have a strong local organizing committee, as our membership totals are higher during years in which we have a strong local organizing committee. The local organizing committee helps to attract membership and participation with the meeting; Raleigh, NC is an example of a city where we had a strong local organizing committee and higher membership totals. The Membership Committee has discussed possible initiatives to promote membership. The initiatives include: 1) to increase social media marketing to promote membership; 2) to contact a marketing expert for advice on developing a marketing plan that is aimed at increasing membership; 3) to continue contacting (email, text message) individuals who do not renew their membership; 4) To promote membership by offering a young professional discount to individuals who recently graduated (within 2 years of graduation). The Committee is going to discuss option 4 further and will come up with a recommendation for the Finance Committee, Business Office, and Board; 5) To contact individuals who publish in our Journals to contact them in regard to joining the SIVB as a member; 6) To contact Sylvia Mitchell to discuss utilizing existing list serves for membership recruitment; 7) and to continue to do the member-get-a-member prize initiative program. The 2015 membership goal is to get a total of 500 members, and we want to especially increase the regular membership and postdoctoral membership categories. The Board discussed the effectiveness of contacting people who did not renew, and Marietta indicated that 9 people returned to membership during the past year. The effectiveness of the means by which we contact people for membership renewal was discussed. Marietta indicated that we first send an email and this is followed a month later by a paper letter. We will be relying on the Membership Committee to help us identify the most effective means by which to contact individuals for renewal of their membership. We are optimistic that we have a working Membership Committee to help us address the issue of declining membership. It was also discussed that we should look into mechanisms for increasing our international membership. The Board also discussed the results of a student survey that requested information from student members on their graduation date and discipline emphasis; and it is anticipated that this type of information will help us to more effectively reach out to graduating student members to encourage them to become regular or postdoctoral members. The Board discussed the possibility of a reception for new members and students to make them feel welcome at the meeting. We also discussed a t-shirt competition to get the students more involved; and recently the students have designed a t-shirt which will be for sale at the 2015 Meeting. We also discussed the possibility of have a designation (e.g. star) on the name tag for new members so that regular members can reach out to them during the meeting. All of us should make an effort to introduce new members to other members during the receptions and social events.

7.3 Long-Range Planning

Dwight Tomes talked about the SIVB Strategic Plan draft from the Long Range Planning Committee. The Long Range Planning Committee had a meeting at our annual meeting, and they have worked on the updated draft of the SIVB strategic plan. The draft builds on the previous strategic plan. It was mentioned that we would like to be able to offer web-based participation in our annual meeting for those who cannot physically be at the meeting; this might also be a potential source of income for the Society. The Board was in support of the strategic plan draft and the next step is to disseminate the plan for review by the appropriate committees. We are waiting for feedback on the SIVB Strategic Plan draft from the Constitution & Bylaws Committee.

7.4 Public Policy

7.4.1 Request to develop position statement on genome editing for the SIVB website

Fredy Atpeter submitted a request for the Public Policy Committee to write a public Policy statement on the issue of Genome editing, which would be included on the SIVB website. The Board thought that this was a good idea. Fredy mentioned that he would provide the Committee with examples from other organizations as a starting point.

Action item: The Public Policy Committee will draft a policy statement on genome editing, and this statement will be reviewed by the SIVB board prior to posting on the SIVB website. It was discussed that once the genome editing statement is added to the website; we can add a link to Wayne Parrott's website that has additional information on this topic.

7.4.2 GMO Public Policy Statement

Nancy Reichert also mentioned that the Public Policy Committee is working on revising the GMO public policy statement on our website, and when the updated statement is posted we will also add a link to Wayne Parrott's website.

7.5 Student Committee

Shaimar Gonzalez and Ningning Zhang provided the update from the Student Committee. An email was sent to the student membership to remind them about all of the student sessions at the 2015 meeting. Marietta will work with the Student Committee to develop the student survey that was discussed under action item #34. It was discussed that International students may require a quick acceptance decision on their abstract, as they require time to get the paperwork submitted for their travel VISAs. Marietta indicated that the Business Office would address this issue and send a letter out to those affected, and this is an **Action Item**.

8.0 Other Business

8.1 We have been contacted by the USA Science & Engineering Festival to participate at their annual meeting in Washington, DC; and David Songstad has encouraged our participation. The Board thought that our participation at this meeting is a good idea, and represents a logical extension of our educational outreach efforts. It was suggested that we should do some research by attending the 2015 Meeting and reviewing their website. **Action item:** Barbara Doonan will organize an ad hoc committee to develop an SIVB exhibit for the 2016 meeting; and the display should be designed to attract the attention of a 10th grader. The ad hoc committee will provide an update at the June Board meeting.

9.0 Adjournment

Motion: A motion was made to adjourn the February 2015 SIVB Board Meeting; and the motion was seconded and passed. The Board Meeting adjourned at 2:00pm (EST).

Previous Action Items from the June 2014 Meeting

1. Eugene Elmore needs to form an Ad Hoc Committee to work on setting up the certification/education program. **UPDATE:** This action item is still **ongoing**; Eugene Elmore indicated that this will be resolved by June 2015.
2. Eugene needs to contact Paul Price, Dwight will identify someone from plant, and Denry will contact someone for a special issue on stem cells for In Vitro Cellular & Developmental Biology-Animal. **Update: Ongoing**, Dwight has contacted Bill Gordon-Kamm and he is interested in writing an article. Eugene has contacted Paul Price and Denry has been recruiting for the special stem cell issue. We will discuss this again at the June Board Meeting.

Previous Action Items from the October 2014 Board Meeting

3. Marietta to keep IAPB funds (~\$800) until provided with contact information for new USA Secretariat and will offer IAPB USA option for USA members. **Update: Ongoing**, SIVB has not been provided with a new USA correspondent; when the new Secretariat is identified the funds will be distributed and we will continue to offer IAPB USA option for USA members.
4. Eugene Elmore to go to Sandra Coecke at the European Union Reference Laboratory-European Centre for the Validation of Alternative Methods (EURL-ECVAM) in Ispra, Italy, and request that SIVB be able put their historical films on the SIVB website or allow links to the materials on the SIVB film library page on the new website. **Update: Ongoing**, Eugene Elmore contacted Sandra Coecke by email and has not received a response.
5. Eugene Elmore to contact Yvonne Reid to determine status of an ATCW at the annual meeting. **Update: Ongoing**, Eugene will follow up with Yvonne Reid; it was discussed that there would be 2 sessions, one for Plant and one for Animal.
6. David to approach Dannette Ward about the Monsanto fund and support for the student initiative. **Update: Ongoing**, David did approach Dannette and asked her to contact Marietta for more information.
7. Marietta and David to approach the Publications Committee about organizing a potential pre-meeting "Scientific Writing" workshop on Saturday morning for students and other interested participants for which English is not the primary language. This session is being considered for the 2016 World Congress. **Update: Ongoing**, this will be discussed under the Publications update.
8. Sarah and Marietta to pursue Tuesday off property events in Old Town San Diego or a cruise for the 2016 World Congress, and pursue possible Zoo trip for Wednesday afternoon. **Update:** This action item is **ongoing**.
9. Marietta and Sarah will begin to search in Raleigh, NC, Asheville, NC, Atlanta, GA, Tampa, FL, and Philadelphia, PA to identify a venue for the 2017 meeting. **Update: Ongoing**, this will be discussed under the 2016/2017 meeting update.

10. Marietta to work with Constitution & Bylaws Committee to work through Strategic Long Range Planning Committee to see if there is anything we need to change. **Update:** This action item is **ongoing**.
11. The Board needs to email ideas and recommendations to David Songstad with the names of individuals who they think would be good candidates for the Officer and Member-at-Large positions, as well as for the Section Officer positions, for the upcoming election. **Update: Ongoing**, this item will be discussed under Committee updates.
12. Marietta to mention to the Website Committee the Board's suggestion of adding a list of Lifetime Achievement Awardees on the home page of the new website or as a pop up. **Update: Ongoing**, this item will be discussed under publications.
13. SIVB will offer a survey to students at the 2015 meeting to gauge whether they would continue with SIVB after graduation, and asking if the student initiatives and membership in SIVB are important to them. Marietta and Ningning Zhang to work on survey content. **Update:** This item is **ongoing** and the goal is to get this done before the June meeting.
14. During the 2015 Meeting poster sessions, interview students about what they learned from SIVB and the meeting, and resulting video footage would be used on our website as testimonials for SIVB. Ask permission of students who are filmed to use video on website. Ningning will work with the business office to coordinate this. **Update:** This item is **ongoing**.
15. At the 2015 meeting, find out from students what best social media options are and encourage students to share information on what they learned at the meeting through those venues. **Update:** This item is **ongoing**, and will be done at the 2015 Meeting.
16. Adjust student initiative for 2015 Meeting so students receive free registration only if they submit abstract/pay abstract fee. **Update:** This item is place and is **ongoing**.
17. Marietta will request the Website Committee provide their thoughts on an online poster event in conjunction with the 2015 meeting. **Update:** This item is **ongoing**.
18. Marietta to review Endowment information provided by Eugene Elmore. Eugene will adjust information to note money is designated as a gift, and not a donation. **Update:** this item is **ongoing**.

New Action Items from the February 2015 Board Meeting

19. To promote contributions to the IVACS and PBS activity funds, the possibility of adding a line item on the annual membership registration form was discussed.
20. To promote contributions to the IVACS activity fund, the possibility of sending a letter to the IVACS membership was discussed.

21. Send a letter to the IAPB members to promote the 2016 meeting in San Diego
22. Marietta and Sarah should pursue negotiations with the Marriott (Raleigh, NC), and the two venues in Atlanta (Hyatt Regency, Renaissance Atlanta Waverly Hotel and convention Center as possible locations for the 2017 Meeting. We will look into the possibility of the Tampa, FL region for a future SIVB Meeting.
23. The Business Office and Barbara will be going back to Dr. Trigiano with question concerning the writing workshop. The questions concern scheduling, cost, and financial responsibility for the SIVB if there are not enough participants.
24. Send a letter to everyone who submits an abstract for the 2015 meeting to invite them to consider publishing in our journals.
25. To have a full slate of candidates for the election for the Board positions and for the Section Officer positions.
26. The Public Policy Committee will draft a policy statement on genome editing, and this statement will be reviewed by the SIVB board prior to posting on the SIVB website.
27. Marietta to send letters out to international students, concerning the acceptance of their abstract, so that they can apply for travel VISAs to attend the SIVB meeting.
28. Barbara Doonan will organize an ad hoc committee to develop an SIVB exhibit for the 2016 USA Science & Engineering Festival Meeting (April 16 & 17, 2016) in Washington, DC; and the display should be designed to attract the attention of a 10th grader. The ad hoc committee will provide an update at the June Board meeting.

New Motions Passed at the February 2015 SIVB Board Meeting

Motion: A motion was made to adopt the minutes from the October, 2014 Board Meeting; and the motion was seconded and passed.

Motion: A motion was made to adopt the agenda for the February 2015 Board Meeting; and the motion was seconded and passed.

Motion: Before pursuing the Monsanto fund request further, David and Dannette wanted the Board's approval to expand this request to ask for \$250,000 to build upon the success of the free student registration initiative and to expand this request to include students throughout the World by having an internet-based poster session with funds required to build the web-based system to host the poster session (user and host friendly); and also funds to make this competitive (prize money) including travel funds for the winners to come to the SIVB meeting to present "live" their results the following year. The motion was seconded and passed.

Motion: A motion was made to offer emeritus membership to Dr. Shirley Kovacs, and the motion was seconded and passed.

Motion: The motion was made to approve Gertrude Buehring's Lifetime Achievement Award, and the motion was seconded and passed.

Motion: A motion was made that the final resolution on Delia Bethell's Lifetime Achievement Award be made on April 3, 2015, based on the outcome of the fundraising.

Motion: A motion was made to approve Harold Trick's Fellow Award, and the motion was seconded and passed.

Motion: A motion was made to approve Zeng-yu Wang's Distinguished Scientist Award, and the motion was seconded and passed.

Motion: A motion was made to accept the Publication's Committee recommendation to permanently remove page charges for In Vitro Cellular & Developmental Biology-Animal; the motion was seconded and passed.

Motion: A motion was made to adjourn the February 2015 SIVB Board Meeting