

**Minutes for SIVB BOARD OF DIRECTORS MEETING
June 7-8, 2019**

Participants: John Harbell (President), Alan Wenck (President-Elect), Sukhpreet Sandhu (Vice President) via phone, Harold Trick (Secretary), John Finer (Member-at-Large-PB), Kan Wang (Member-at-Large-PB), Fredy Altpeter (2019 Program Chair), Brad Upham (Member-at-Large-IVACS), Michael Dame (Member-at-Large-IVACS), Michael Fay (Publications Chair), Dwight Tomes (Past President), Adrienne Brown (Student Co-Chair), Sepideh Mohammadhosseinpour (Student Co-Chair), Kolla Kristjansdottir (IVACS Chair), Randall Niedz (PB chair), Marietta Saunders (Managing Director), and Michele Schultz (for Publications),

The Meeting was called to order at 6:40pm (EDT) on **June 7, 2019** in Tampa, Florida at the Tampa Marriott Water Street.

1.0 INTRODUCTION

1.1 Adoption of Minutes

H. Trick

The Board of Directors reviewed the minutes from the February 2019 Board of Directors Meeting.

Motion: A motion was made to adopt the minutes from the February 2019 Board Meeting. The motion was seconded and passed.

1.2 Adoption of Agenda

J. Harbell

The Board of Directors reviewed the agenda for the June 2019 Board of Directors Meeting.

Motion: A motion was made to adopt the agenda for the June 2019 Board Meeting. The motion was seconded and passed.

1.3 Outstanding action items

H. Trick

The secretary read the outstanding action items and the board members gave updates.

Outstanding Action items from the June 2016 Board Meeting

1. Action Item: Recommendation for the Long-Range Planning Committee to evaluate and develop programs targeting groups (e.g., postdocs) to join SIVB and forward those programs to Membership Committee. **June 2018 Update:** Nothing to report at this time but the LRPC will meet later this week. **November 2019 Update:** Will be discussed during LRPC section. **2019 March Update:** Alan will set up a meeting of the LRPC during the 2019 In Vitro Meeting in Tampa. **2019 June Update:** No update at this time. This action item is **ongoing**.

Outstanding Action Items from October 2017 BOD meeting

2. Action Items: John Harbell the public policy committee approach Greg Davis at Sigma to help to write a public policy statement on GE animals. **June 2018 Update:** Nothing to report at this time but John should see Greg at this meeting and talk with him then. John will talk to Greg Davis about off target effects and how they differ in animals. **March 2019 Update:** John will follow on this action item before June meeting. **2019 June Update:** John has not talked to Greg. The recent report of a Chinese investigator doing CRISPR work on human embryos has complicated the issue. Need to figure out how to address this issue and to partition our policy to cover other non-human systems. Need to include in our policy the proper applications of societal safeguards. This action item is **ongoing**.

Outstanding Action items made at the SIVB BOD Meeting June 1-2, 2018

3. Action Item: Marietta will look into the Grand Rapids area for hotel sites and for St. Louis for 2022 meeting. **March 2019 Update:** This process will not get started until after the June 2019 Meeting. **2019 June Update:** Process will begin after the 2021 meeting is set. This action item is **ongoing**.

4. Action Item: Brad Upham and Michael Dame will do an analysis of local support for the upper Midwest and identify stakeholders for both IVACS and PB. November 2018 Update: Brad's department head and Justin Colacino are interested in looking into the Grand Rapids area. **March 2019 Update:** Still in progress, Brad is working with his department head. **2019 June Update:** Not much traction for the Grand Rapids/upper Midwest, so St. Louis may be a better option. Marietta will send out email to convention center and CVB. This action item is **ongoing**.

Outstanding Action items made at the SIVB BOD Meeting November 2-3, 2018

5. Action Item: Michele will look into true cost of rebranding website (ex. SIVBiology or SIVBBiology) and present to the board within the next few weeks. The Board will follow up with discussion and vote in late November for going forward with a plan. **March 2019 Update:** Business office still working on this item. After the board meeting, a listing of potential URLs was provided to the board for their vote with potential costs via an online vote. The URLs provided were approved and the Business Office is currently purchasing and setting these online URLs to redirect to the SIVB website. Information on this action item should be gathered on or before the June meeting. **2019 June Update:** NBM is establishing the requested redirects and a review on SIVB's visibility will be provided at the June 2020 meeting. This action item is **completed**.

6. Action Item: Marietta will help flush out the Code of Conduct/Code of Ethics. **March 2019 Update:** Still working on Code of Conduct but the board did approve the Code of Ethics which is on our website. See Code of Conduct/Code of Ethics Update following this document. **2019 June Update:** This action item will be **ongoing**.

New Action Items (2019 March BOD Meeting)

8. Action Item: Marietta will look into providing two registrations brackets for next year: one to include banquet and the other one without. **2019 June Update:** We plan to do this in 2020. This action item is **complete**.

9. Action Item: Marietta will provide the fundraising/development committee with past grant proposals submitted on SIVB's behalf for possible NSF grant. **2019 June Update:** This information was provided to Sukhpreet, Wayne and the Development Committee in March 2019. **The Development Committee** will use this information to develop a 2020 World Congress grant. This action item is **ongoing**.

10. Action Item: Marietta to work with Norfolk and Raleigh in more detail and bring back to committee in June. **2019 June Update:** This action item is **complete**.

11. Action Item: Ad hoc committee will be formed to discuss the criteria and award level for the Michael Horn Endowment Fund. John Finer will chair this committee. Jerry Ranch and Dave Songstad were suggested as members on this committee. **2019 June Update:** The committee has been formed with Liz Roemer, Jack Widholm, and John Harbell. They have been charged to

see how to spend and how to grow the award. It was thought that it may be easiest is to allocate as a student award. The committee will meet via conference call. This action item will be **ongoing**.

13. Action Items: Marietta will work with the Awards Committee to formulate guidelines for distinguished scientist packet and young scientist award packet to present back to the Board in June. **2019 June Update:** This action item is being discussed during the June Awards Committee Meeting. This action item will be **ongoing**.

1.4 Deceased Members/Emeritus Ratification (for board action)

1.4.1 Deceased member

H. Trick

The board acknowledged the passing of Arthur H. McIntosh, who passed away January 12, 2019. He was a pioneer in insect cell culture. Among other research avenues he focused on the establishment of insect cell lines from a variety of pest insect species. Many of these lines are still used for basic and applied insect research.

1.4.2 Emeritus Ratification

H. Trick

Keith Lowe has applied and is requesting Emeritus status. A discussion followed on his bio was reviewed.

Motion: A motion was made to approve the emeritus membership request for Keith Lowe. The motion was seconded and passed.

2.0 2019 IN VITRO BIOLOGY MEETING UPDATE

2.1 Program Update

F. Altpeter

Fredy Altpeter gave an update on the 2019 program. We are in excellent shape for the meeting. There are more than 20 high level key speakers this year. There are no concerns from the Committee, and everything is in good order.

2.2 Meeting Update/Meeting Statistics

M. Saunders

Marietta provided an update on the 2019 meeting statistics. Attendance is up significantly compared to this time last year. Compared to the pre-meeting statistics for the St. Louis meeting, our registration going into Tampa is up by 52 members, 5 emeriti, 2 volunteers (free), 35 student registrants (free), and 8 speaker registrations (free). We are down by 3 nonmembers, 46 group registrations, 5 research technicians, and 3 guest (free) registrations. We also have 15 post doc and 3 staff (free) registrations. There are no accompanying guest registrations.

There are 245 abstracts up 45 from last year. We received 57 Invited Speaker Abstracts (Animal-19, Education-1, and Plant-37); 87 Student Abstracts (Animal-17, Education-8, and Plant-62); and 101 General Abstract Submissions (Animal-14, Education-1, and Plant-86). We are down 2 speaker abstracts, up 23 student abstracts, and up 24 regular abstracts from last year.

Tomorrow evening there is a pizza party for students to meet the board members and section officers. The event space has been changed from the President's Suite to Room 1801. The Student Networking Luncheon is in good shape as well. The location of the Joint Sections Social

may change because of hotel construction. For the offsite event, the aquarium still has about 10 spaces left, the Wednesday Conservation in the Sunshine State tour is full, and the Gulf Coast Research and Education Center Tour on Wednesday is filling up fast. We have 16 exhibitors this year that will be located around the posters in the Exhibit Hall.

2.3 Fundraising/Vice President's Report

S. Sandhu

The strong program put together this year helped with fundraising. Pierluigi Barone and the rest of the Program Committee did a great job with the fundraising efforts. We received \$95,376.84 in contributions. Those contributions include: \$43,500 for the Plant Activity Fund, \$24,776.84 for the In Vitro Animal Cell Sciences Fund, \$4,750 for the Student Initiative, \$7,350 for the Lifetime Achievement Awards for Drs. Okamoto and Reed, \$13,000 for the Flow Cytometry Workshop, and \$2,000 for the General Meeting Fund. Many new companies were added to the database and we saw new contributors.

2.4 Student Update

A. Brown/S. Mohammadhosseinpour

Adrienne Brown and Sepideh Mohammadhosseinpour gave the student update. Sepideh explained that they are looking for judges for the poster competition. They have over 71 posters for the competition. Discussion proceeded on how to streamline the poster competition in future. It was suggested that a mentor from the Education Committee guide the students in the process. An SOP for judging the competition is needed.

Action item: Marietta will contact Albert Kausch as Education Chair to assist the students in next year's competition and to help formalize the process.

Both Student Chairs requested to be involved in the grant writing process.

Action item: The Development Committee will work to getting the past and current student co-chairs involved in grant writing for session support.

3.0 2020 WORLD CONGRESS AND 2021 MEETING UPDATE

3.1 2020 World Congress Update

M. Saunders

Marietta gave an update on the 2020 World Congress on In Vitro Biology. The World Congress will be held at the Town & Country in San Diego on Saturday, June 6 – Wednesday, June 10, 2020 with a room rate of \$180/night. The Food and Beverage of minimum is \$50,000. The total room block is 800. To receive the concessions provided, we will be required to fill 80% of our room block (640 room nights). Per our concessions, the Fall Board of Directors Meeting room rate is \$99/night.

3.1.1 2020 Keynote (Dr. James Wells)

M. Dame

Michael Dame suggested SIVB invite Dr. James Wells again to be the Keynote Speaker for 2020 as he could not attend this year. He is in the field of organoids and establishing them from stem cells. Michael also suggested that the program committee should think about inviting keynote speakers two years in advance as many have their schedules booked early.

3.2 2021 Meeting Venue Discussion (for board action)

M. Saunders

Marietta reviewed the possible cities for the 2021 meeting. The Raleigh Convention Center did not have enough event space available for us to hold our meeting at their venue. Durham is too small for our group. Charlotte by the racetrack is an option, but it is isolated. Norfolk, VA is a very walkable city and the offered room rates are between \$169 and \$179 as well as offering

good concessions.

Motion: Motion made to move forward with Norfolk, VA for the 2021 location. Motion was second and passed.

Action Item: Marietta will finalize an agreement with a venue in Norfolk, VA for the 2021 meeting.

3.3 2022 Meeting Location Suggestions (for board action)

M. Saunders

The board reviewed both Grand Rapids, MI and St. Louis, MO as possible cities for the 2022 meeting.

Motion: Motion made to look into Grand Rapids and St. Louis area for the 2022 meeting location. Motion was second and passed.

Motion to adjourn at 8:25pm

Meeting reconvened at 8:10 am June 8th.

4.0 TREASURER'S REPORT

B. Doonan

Marietta provided the Treasurer's report. There were two reports provided in the board packet: the 2018 year-end report and 2019 report through April.

4.1 Finance Update

B. Doonan

4.1.1 2018 Year-End Finances (for information only-See Annual Report)

Marietta noted that the 2018 year-end Treasurer's Summary report is listed on the back 2-pages of the Annual Report. We continue to maintain a positive financial position based on our journals – *In Vitro Cellular and Developmental Biology – Animal* and – *Plant* with a slight decrease in the investments and a slight increase in meeting revenue. Essential to maintain a positive position is the diligent scrutiny of our financial expenditures by the Business Office, Officers, Board Members, Committee Chairs and Committee Members. We are grateful for their efforts which have stabilized our position for the time being; however, our financial cushion remains too thin.

4.1.2 April Financial Statements 2019

She reviewed the SIVB's financial statements as of April 30, 2019. There has been a slight change in the journal royalty schedule. In addition, our paid meeting registration numbers are superior to last year's by a small margin; however, the required expenditure for Food and Beverage in Tampa is \$10,000 more than St. Louis. However, even with this additional expense, we do expect the meeting to stay in the black.

There have been no changes to the current investments since the March Board Meeting. Barbara and Marietta will meet via telephone conference with Morgan Stanley after the June meeting to discuss SIVB's current investments and see if there are opportunities to allow these funds to be more productive for the organization.

There was a discussion on the possibility of increasing the budget for meeting sessions to maintain the quality of speakers; however, keeping the budget conservative and going on a case-by-case basis may be the best way to proceed.

4.2 IVACS Financial Statements

M. Saunders

IVACS Financial Statements were reported and made available in the board packet.

4.3 PBS Financial Statements

M. Saunders

PBS Financial Statements were reported and made available in the board packet.

5.0 PUBLICATIONS

5.1 Publications Update

M. Fay/M. Schultz

Michael Fay gave the publications update. The flow of manuscripts for the Animal journal is good. The Plant journal's paper flow has improved, though there is room for more growth.

On June 7, David Duncan informed Michael Fay that he had decided he would retire as IVP Editor-in-Chief by September 1, 2019, but would stay on as an Associate Editor. An Ad Hoc Committee needs to be established to determine a new EIC for the plant journal and that search should begin at the meeting when we are face-to-face with our active members. David will not be at this year's meeting and the *In Vitro – Plant* Editorial Board will not be held.

Action Item: Michael Fay will contact Dave Duncan for suggestions for his replacement as IVP editor.

Michele explained that our journals are now being handled by Janet Slobodien, who has replaced Eric Stannard. She will be in attendance at this year's SIVB/IAPB/Springer meeting. Janet has provided Springer's annual report for both journals. Springer is establishing a new system to flagging authors and reviewers for inappropriate conduct. This will happen on all of their journals. While this still does not provide us the freedom to mark authors ourselves, it is the first time that Springer has allowed authors to be marked due to their questionable behavior in publishing.

Michele provided the results of the Publication Usage Survey to the Board. This survey hoped to address if there was a clear indication of change in the membership's desire to keep or remove the hard copy of the journal from membership. There are no definitive results from this survey as to whether members would be happy if hard copy should be eliminated. While some would not mind going to an online only model if the password system was eliminated, this would require SIVB to purchase an online membership CRM program and offer a gateway entry for members-only through our website. We currently do not have this type of database setup.

The board discussed the outcome of this survey's results so that they could provide a response to the Membership Committee regarding suggested changes in membership rates. The member fee Springer charges SIVB for the journal is based on regular vs student members, not paper vs. print subscriptions, so the price per member wouldn't go down if we went to an online only subscription base. Members would just lose the hard copy benefit. SIVB membership dues have not increased in approximately 13 years, so there isn't a way to offset costs to offer any additional services.

The Membership Committee was looking into multiple year subscription discounts as well. It was discussed that SIVB could provide a multi-year membership option at \$160 with a possible

increase in dues for single year renewals

Motion: Motion was made to increase membership renewal by five dollars or 3.125% for single year renewals with a multi-year membership option at \$160. Motion was second and passed.

Michael provided an update on the *In Vitro Report*. He stated that the new format looked great. We are always looking for submissions from our officers and chairs to support the organization, such as Allan's Changing Landscape of Ag Biotech and Wayne's update from the Public Policy Committee. Should board members have content they would like to share, they are requested to contact Michael with this information for inclusion in the publication.

Michele informed the board that the updates of pictures and additional information on the donation and student award information pages have been completed per their request and that contributions can be made by nonmembers. She also reviewed SIVB's visibility through Facebook, Linked in, and Twitter and reviewed recent Google analytics from our site.

5.2 Springer Update

M. Schultz

Michele provided the board with a brief overview from the Springer annual reports. These documents would be reviewed in more depth during the SIVB/IAPB/Springer Meeting and the IVA Editorial Board Meeting. Especially of note was the jump in impact factor for both journals, with an especially high impact factor for IVA at 1.447.

6.0 COMMITTEE REPORTS

6.1 Nominating: 2020-2022 Election

D. Tomes

Dwight Tomes provided the progress 2020-2022 Nomination slate. He presented a list to the board and noted that since its submission, two additional names were added: Sadanand Dhenkey as a PB Chair Candidate and Carlos Hernandez Garcia PB Secretary/Treasurer Candidate. Only the IVACS section chair has been identified.

Action Item: Fredy Altpeter, Kolla Kristjansdottir, and John Harbell will send Dwight a list of individuals for potential society leadership.

After the slate is complete the Board will need to ratify the completed list for the election.

7.2 Membership

V. Dayeh/M. Saunders

Marietta gave the Membership Report. Membership as of April 30, 2019 was 327 with 211 Regular members. In comparison, 2018 membership as of April 30, 2018 was 342 with 229 Regular members. However, we have already processed another 46 additional members in May so this number will go up.

Action item: Marietta will add the membership list to the board packet next year.

6.3 Long-Range Planning

A. Wenck

Alan Wenck referenced the Long-Range Planning Committee report in the Annual Report. John also brought up alternative streams for donation contributions and noted that we need to publicize these sources to the members.

Action Item: Allan will check into Amazon Smiles and Your Cause Membership as possible sources for donations.

6.4 Awards

M. Jenderek/J. Harbell

John noted that the report from the Awards Committee was located in the Annual Report. A new award was presented this year. It is the SIVB Service Award and was given to those who supported the efforts of the 2019 In Vitro Biology Meeting. An email was sent out notifying the recipients of the award and, at the meeting, certificates are being provided. Recipient's names were also published in the program booklet, abstract issue and mobile app as a thank you for their service.

6.5 Public Policy

W. Parrott

Wayne referenced his report which is included in the 2018 Annual Report. He stated that there are new federal guidelines that appear to be favorable for GMO and genome editing, but they are not out yet.

6.6 Constitution and Bylaws

T. Klein/M.Saunders

Marietta noted that the Constitution and Bylaws Committee Report was included in the Annual Report.

6.7 Education

A. Kausch/M. Saunders

Marietta noted that the Education Committee's report was included in the Annual Report. It was also stated that there is a need to look at the poster competition and how it is set up.

7.0 Section updates

7.1 In Vitro Animal Cell Sciences Section Update

K. Kristjansdottir

Kolla Kristjansdottir gave the IVACS update. Membership is improving slightly and fund raising was much better than in past years.

7.2 Plant Biotechnology Section Update

R. Niedz

Randy Niedz gave the Plant Biotechnology Section update. The Program Committee has been working on improving the micropropagation sessions. He also noted that the cannabis community is a strong group to promote and to integrate with our organization.

8.0 OTHER BUSINESS

8.1 Annual Report Approval

J. Harbell

Motion: Adoption of annual report. Motion made to adopt the annual report. Motion was seconded and passed.

8.3 SIVB Business Meeting Agenda

J. Harbell

Motion: Motion made to adopt the annual SIVB business meeting agenda. Motion was seconded and passed.

8.4 Assignments and Review of Action Items

H. Trick

8.5 Selection of Fall BOD Meeting Date in San Diego

J. Harbell/M. Saunders

This will be addressed after the June meeting. The board will be contacted to request their availability based on availability at the Town and Country.

9.0 ADJOURNMENT

Motion for adjournment, second and passed.

Meeting ended at 1:32pm EST.

Motions made at June 2019 BOD meeting

Motion: A motion was made to adopt the agenda for the June 2019 Board Meeting.

Motion: A motion was made to adopt the minutes from the June 2019 Board Meeting.

Motion: A motion was made to approve the emeritus membership request for Keith Lowe.

Motion: Motion made to move forward with Norfolk, VA for the 2021 location.

Motion: Motion made to look into Grand Rapids and St Louis area for the 2022 meeting location.

Motion: Motion was made to increase membership renewal by five dollars or 3.125% for single year renewals with a multi-year membership option at \$160.

Motion: Motion made to adopt the annual report.

Motion: Motion made to adopt the annual SIVB business meeting agenda.

Action items

Outstanding Action items from the June 2016 Board Meeting

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NEW ACTION ITEMS (2019 June BOD Meeting)

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