

**SIVB Board of Directors Meeting Minutes
November 8-9, 2024
Hilton Norfolk The Main
Norfolk, VA**

Friday, November 8, 2024

In attendance: Piero Barone (President), Addy Alt-Holland (Past-President; Publications Chair), Fredy Altpeter (Vice President), Kolla Kristjansdottir (Member-at-Large IVACS), Hong Luo (Member-at-Large PB), Pon Samuel (Member-at-Large PB), Wayne Parrott (Public Policy Chair), Allan Wenck (2025 Meeting Chair), Ahmad Omar (2025 Program Committee Vice Chair and 2026 Program Committee Chair), and Michele Schultz (Managing Director)

Virtual Attendees: Mae Ciancio (Secretary), Vivian Dayeh (Member-at-Large IVACS), and Raj Deepika Chauhan (Membership Committee Chair)

Excused: Barbara Doonan (Treasurer) and Michael Fay (President-Elect).

Meeting was called to order at: 6:00pm EST

1.0 INTRODUCTION

P. Barone

1.1 Adoption of Agenda

M. Ciancio

Agenda for the November 2024 Board of Directors meeting was presented for the Board's approval.

Motion: To approve the Agenda for November 2024 Board meeting. Motion was seconded and approved.

1.2 Adoption of Minutes

M. Ciancio

The minutes from the June 2024 meeting were presented to the Board.

Motion: To approve the minutes for the June 2024 Board meeting. This motion was seconded and approved.

1.3 Outstanding Action Items

M. Ciancio

Outstanding Action items from the October 2022 Board Meeting

1. **Action Item:** Barbara will work with Mae and the Business Office to identify and invite previous SIVB members to a special SIVB reunion for the 2026 meeting. March 2023 Update: This process will begin after the 2024 World Congress. This action item is ongoing. June 2023 Update: Barbara and Mae will begin compiling names and contact information after the 2024 World Congress in June 2024. This action item is ongoing. October 2023 Update: This is pending until after the 2024 World Congress. This action item is ongoing. March 2024 Update: Barbara and Mae will begin formalizing a plan at the 2024 World Congress meeting. They will work with the Business Office to gather information. This action item is ongoing. June 2024 Update: This process will begin in fall 2024, most likely in conjunction with the fall Board meeting in November 2024. This action

item is ongoing. **November 2024 Update: Michele provided a list to Barbara of all Emeritus, Honorary, and Life members from 2000 to the present who are still alive, per SIVB's records. Barbara and Mae will be contacting these members and other long-term members to discuss the upcoming "reunion" at the 2026 Reno meeting. Barbara and Mae will also explore a mechanism to include a fundraising opportunity to support the festivities. Also, under consideration is the option of replacing the Monday Joint Sections' Social with the reunion event. This action item is ongoing.**

Outstanding Action Items from the March 2023 Board Meeting

2. **Action Item:** Piero proposed to call a special Board meeting to discuss membership, retention, new membership application, and revisiting the public profile of SIVB. This would involve a separate meeting with the Membership Committee, Long-Range Planning Committee, and the Board before the Fall Board of Directors meeting. June 2023 Update: Piero will continue to work with Michele and Addy on this item. They will decide when and who will meet virtually to discuss this further. This action item is ongoing. October 2023 Update: A meeting is planned to happen shortly after the October Board meeting to begin these discussions. This action item is ongoing. March 2024 Update: Addy, Piero and Michele met in December in Reno to review and discuss this item. They sent out a call to the Board of Directors requesting keywords or short phrases that captured what SIVB means to them, as well as the key benefits of membership in the organization. The list was compiled and will be provided as a survey to the membership for their feedback. This will help the Board determine a consensus of how the Society is perceived internally and address what may be needed to in re-envision or adjust the direction and messaging of the organization. This action item is ongoing. June 2024 Update: A copy of the current responses to the survey was provided in the Board packet. Michele and Piero presented the survey results. The survey is still open and will remain available until the middle of the summer to gather as much data as possible from both meeting attendees and members. This action item is ongoing. **November 2024 Update: The Survey was closed on September 30, 2024. Piero reviewed the initial results and highlights of the survey responses. After the Board meeting, Piero, Addy, Deepika, and Michele are going to review the responses in more detail to address additional action items following this item. Suggested actions include including Committee updates in the *In Vitro Report*. This action item is complete.**

New Action Item: Piero, Addy, Deepika, and Michele will begin going through the raw data from the Today's Voices Survey to better understand how SIVB is viewed and the direction in which they recommend the Board proceed based on the results of the survey analysis.

New Action Item: Business Office to create a redesign of the main (sivb.org) website header to increase visibility of SIVB's tag line: "Plant and Animal Biotechnology and Genomics."

New Action Item: Kolla and Piero will work together on a word cloud to go along with a pending social media campaign using 1) the terms that are SIVB-focused and 2) the countries in which our members are located. This could be tied to a Social Media Campaign about what SIVB is about.

Outstanding Action Items from the June 2023 Board Meeting

3. **Action Item:** Social Engagement and Publications Committees will work on creating advertising-recommended hashtags for the site to include on postings. October 2023 Update: After discussion with the Social Engagement Committee Chair, it was agreed that this task would wait to coincide with the rebuild of the main site so that the hashtags and SEO messaging from the SIVB will be cohesive. This action item is ongoing. March 2024 Update: The rebuild of the website is suspended until decisions are finalized regarding the new vision of SIVB. This action item is on hold until the website is rebuilt. This action item is ongoing. June 2024 Update: This action item is pending and will be addressed after closing of the survey and a review of the responses. This action item is ongoing. **November 2024 Update: Once Piero, Addy, Deepika, and Michele compile the data from the survey, this will be provided to the Social Engagement Committee so they can begin determining the hashtags and advertising to market SIVB to the community at large. This action item is ongoing.**

4. **Action Item:** Michele will work with the Long-Range Planning Committee and Publications Committee to update the 'area of interest categories' throughout the website and the journals to reflect the current interests of our members and meeting attendees. March 2024 Update: This is a long-term conversation that will be continued with both Committees at the 2024 World Congress. The conversation will include research that is being conducted with the Board and Membership Committee for the re-envisioning of the organization. This action item is ongoing. June 2024 Update: This information is on hold until the results from the survey are analyzed. This action item is ongoing. **November 2024 Update. The Membership Committee has been discussing this same issue and has been requested to provide a pared-down list of 12 categories each for IVACS and PB sections. Once this is provided, the lists will be presented to the Publications Committee and Editors-in-Chief to finalize new lists to be presented to the Board for their approval before implementation. This action item is ongoing.**

Outstanding Action Items from the March 2024 Board Meeting

5. **Action Item:** Piero will continue conversations regarding an outreach request to the Australian Branch of the IAPB. June 2024 Update: Piero explained that a colleague contacted SIVB to attend but wasn't able to attend the meeting. She would like to connect with a professional Society like SIVB. He will be meeting with her next week. This action item is ongoing. **November 2024 Update: This action item is ongoing.**

Outstanding Action Items from the June 2024 Board Meeting

6. **Action Item:** To proceed with a Terminology Committee including Michael, Wayne, and Addy as Chairs with members: Piero Barone, Kolla Kristjansdottir, Vivian Dayeh, Hong Luo, and Yiping Qi to build new terminology documents. **November 2024 Update: The Committee met in September and began to discuss resources. Piero and Yiping Qi are working on Genome Editing Terminology to provide to the committee. The chairs were to begin a review of the prior documents to provide recommendations for terms that may need to be removed, updated, or fields that are missing completely. Once these tasks are completed, the next steps will be:**

- I. Michele approaching Springer with the list of expected resources to ensure any necessary steps are taken to ensure there are no concerns regarding copyright.
- II. Splitting/sharing the list of terms amongst the committee members so they can continue to revise or add necessary terms using the provided resources.
- III. Upon a first full draft of all terms, recruiting additional members to review the information to ensure that all appropriate terms are addressed. It was recommended that the SIVB Board of Directors be requested to review the terms appropriate to their research to help identify if any terms are missing or need to be adjusted. Will have one for plant and animal.

It is anticipated that this task will take a year to complete. To increase citations/impact, it is encouraged to release these articles in the early part of a calendar year. This would require final content to be ready by November 2025 at the latest. It is hoped that these articles can be published Open Access. This will require raising funds for this project of approximately \$7,000 which could be done by outreach to members or applying for a grant. This action item is ongoing.

7. **Action item:** For Michele to review the Society's historical versions of the Constitution and Bylaws to determine appropriate language regarding changing the timing when new Elected Officers and Chairs officially take office and bring this language to the Board for their approval to take the item to the Constitution and Bylaws Committee. **November 2024 Update: From Friday night of the Board meeting: Michele was unable to locate the information at that time. This action item was merged into Action Item 10 below and all activity for this is addressed there. This action item is complete.**

8. **Action Item:** Kolla Kristjansdottir to send edits she identified in the Handbook to Michael Fay and Michele Schultz to update the document. **November 2024 Update: This action item is complete.**

9. **Action Item:** Piero will contact Ahmad about becoming 2026 Program Chair and provide Michele and Allan with Ahmad's response. Michele will share this information with the Board. **November 2024 Update: Ahmad accepted the position and has been added to the Board of Directors. This action item is complete.**

10. **Action Item:** Michele will review the language of the Bylaws with Piero to come up with the appropriate text/changes, send it to the Constitution and Bylaws Committee for their review, and bring the approved language to the Board for their vote. **November 2024 Update: Michele located the appropriate text which was reviewed by Piero, then provided to the Constitution and Bylaws Committee for their review. Their response is included in this packet under "Committees." This action item is complete.**

11. **Action Item:** Michele and Barbara will speak with the accountant to find out: 1) What is the rule of thumb for a 501(c)3 to be self-sustainable and how large should each of the endowment funds need to be to be able to function off their interest each year rather than using up the funds? **November 2024 Update: Michele and Barbara met with the accountant in October to discuss**

this information. The feedback received is provided in the Finance Update. This action item is complete.

12. **Action Item:** Barbara Doonan to create an article discussing the importance of membership in the SIVB and SIVB's importance in society, reflecting what she explained during this meeting. **November 2024 update: This action item is complete.**

13. **Action Item:** Social Engagement Committee to create a post that can be posted on X to inform people that our meetings and membership are active and to find us where we are actively posting on Instagram, Facebook, or LinkedIn. **November 2024 Update: Michele contacted the Social Engagement Committee to design this post. It is being posted to X in November to encourage this transition. This action item is complete.**

14. **Action Item:** Michele will forward logos to the Social Engagement Committee to prepare the Social Media Toolkit in advance for release of the 2025 Meeting website. **November 2024 Update: The files can be found at <https://sivb.org/meetings/social-media-toolkit.html>. This action item is complete.**

15. **Action Item:** Michele will proceed with scheduling the Fall Board of Directors Meeting on November 8-9. **November 2024 Update: This action item is complete.**

16. **Action Item:** Piero will follow up with and invite Albert Kausch and David Songstad to present their proposal at the Fall Board of Directors Meeting, providing more details including finances, logistics, and what they are expecting for logistics, distribution and marketing. **November 2024 Update: The Business Office contacted David and Albert. They will be providing their presentation virtually on Saturday to the Board. This action item is complete.**

1.4 Emeritus and Deceased Notification

M. Ciancio

There were no Emeritus Status requests for either IVACS or PB. The Board was advised of the recent passing of Dr. Leonard Hayflick and Dr. Joseph Feder, two outstanding scientists. A tribute to them will be provided in the Annual Report and the *In Vitro Report*. Dr. Feder's family made a \$200 contribution to *Fund for the Future*. The Business Office sent a thank you for their contribution to the Society.

2.0 Publications Update

A. Alt-Holland/M. Schultz

Michele provided a very thorough update of the Publications Committee. For the *In Vitro – Animal* journal, the 2024 contract required the publication of 105 articles in 2024. Due to the outstanding efforts of Dr. Okamoto in organizing several special issues, at least 116 papers will be published in 2024, which is over our budget for the year. Several Special Issues will be published, including issues on: Exploring Oral, Head & Neck Cancer: Insights from Basic research; Current Advances in Invertebrate and Fish Cell Culture Systems; Genome Editing; Pluripotent Stem Cells; and WNT signaling in Development, Disease and Cancer.

Dr. Okamoto has informed the SIVB that he will not be renewing another contract as Editor-in-Chief in 2026. Thoughtful consideration is required to identify someone to assume the IVA EIC position. It was confirmed that there isn't a salary for the position. It is accepted to support the organization and to provide a credit on the person's CV. There is Editorial Office Support provided and the EIC can use some of those funds to support their registration and travel to the SIVB Annual Meeting.

Some potential candidates were discussed.

Allan Wenck joined the meeting in person.

Action Item: Addy and Michele will contact Tetsu to discuss any ideas he has regarding someone to take his place as EIC of the IVA journal upon his impending retirement and to discuss recruitment of more associate editors for the IVA journal to facilitate success of the journal including providing a list of suggested names to whom he can reach out.

In Vitro – Plant is slightly behind schedule in their publications due to a shortage of available manuscripts. The current contract required a paper budget of 110 articles in 2024. SIVB is expected to publish 74 papers and IAPB should publish 37 manuscripts. To date, SIVB has published 46 papers and IAPB will publish 17. If SIVB publishes the expected 19 papers for the final issue of the year, we will only have published a total of 82 papers. This will be the second year of publishing below budget. The Society won't achieve any additional royalties if we don't adhere to the publication contract with Springer.

Action Item: Piero and Michele will reach out to IAPB Secretariat's Office (Pankaj and Samir) in February to remind them about their responsibilities to fulfill the paper budget of 18-19 papers per issue and discuss transitioning their site to the SIVB site as a host.

Hong Luo joined the meeting in person.

Action Item: Addy and Michele will go to the Publications Committee to discuss the terms on the SIVB logo, possible reconsideration of the importance of those terms, and a possible redesign of the logo to be released in concurrence with new matrix categories once approved for both journals.

IAPB decided to stay with their current website address noting they might think about migrating closer to when the current agreement is up. There were concerns discussed regarding potential locations of the next Secretariat's office and if SIVB would be able to do business with them; however, this did not appear to be a significant enough issue as having their website at a stable address to allow for submitting our PubMed application.

Action Item: Piero and Michele will reach out to IAPB Secretariat in February to revisit potentially transitioning their site to the SIVB site as a host.

The Business Office provided Springer with a marked-up version of the IVP instructions for authors prepared by SIVB's Ad Hoc Committee to make the journal eligible for inclusion in PubMed. As of this date, we have not received a response from Springer with an updated or edited document to use. Once Springer provides the necessary changes, the final instructions will be forwarded to the Publications Committee for their recommendation, then to the Board for their vote and approval. After the approval process is completed, the last step will be implementation of the new IVP instructions for authors. Compliance with the new instructions should be reflected in two complete issues of the journal, after which we can apply for inclusion in PubMed. It is expected that this process of updating the requirements and their consistent appearance in our published workflow may take more than a year. Once final instructions for authors have been approved and implemented for the IVP journal, similar changes to IVA will be implemented with the help of Tetsuji Okamoto and the Publications Committee.

Action Item: Michele will approach Aleta at Springer one more time regarding the updated or edited document regarding PubMed status. If no information is received after 2 weeks' time, Michele will identify a higher-up to follow up on this issue.

The current Springer contract ends on December 31, 2026. The negotiation process will begin in the first half of 2025. Items to be discussed in this new contracting process include: the expectations of manuscripts required each year to reach our guaranteed and additional royalties; the addition of financial support for the SIVB Post Doctoral Oral Presentation Competitions and its requirements; and continuing and possibly expanded support for the Editorial Offices. There was concern voiced about delays in response time and whether we should look elsewhere for a new contract. Board members are encouraged to submit articles for inclusion in the *In Vitro Report* to increase engagement with fellow members. These can be unsolicited articles about items of interest for our membership. Springer will be supporting the Post Doctoral Oral Presentation Competitions and MDPI is supporting the 2025 Phillip White Award.

Board members were reminded that they should be looking at submitting content to the *In Vitro Report* about their committees or current news in the field.

The SIVB website has had several changes since the last Board meeting. The new membership portal was released in October. Michele walked the Board members through the new site and new special benefits in the system.

Action Item: Deepika will prepare a 1-year discounted SIVB membership offer for PlantGENE members.

Organize My People has been contracted as the website designer for the SIVB home page. SIVB is working to understand how the organization is viewed and to determine what the SIVB's new goals are before updating the website. This will ensure the new design best fits the Society's long-term needs and goals. The results from the Today's Voices – Envisioning Tomorrow survey will be reviewed to better understand the expectations of the Society's members and the scientific public who attend our meetings.

The ad hoc Social Engagement Committee welcomed two new student members to their team: Stone Chen (Clemson University) and Javier Dalmendray (University of Florida). This team creates SIVB social media content and coordinates all their work and communications through a Slack account and email. The team is active on four platforms (LinkedIn, Facebook, Instagram, and YouTube). The success metrics were provided as well as information regarding their social media tools and campaigns, including official hashtags. Metrics on the SIVB website, search topics, meetings, and the *In Vitro Report* were provided.

Michele also discussed the addition of the 2024 World Congress recordings to SIVB's YouTube Channel and how that can be a tool for both visibility and clarity regarding the SIVB and its focus as well as functioning as a marketing tool.

Fredy Altpeter joined the meeting in person.

There was discussion about whether it would be useful to have information provided in alternative

languages to help market the organization and what we are doing for the organization. Options were discussed for this opportunity, including a welcome message.

Action Item: Business Office and Piero will come up with an introductory video script to let others know about the SIVB in different languages.

Action Item: Piero, Pon, Hong, and the Business Office will help identify and reach out to other SIVB members to provide a recorded welcome introducing SIVB in different native languages. This will use the script created by Piero and the Business Office and will be placed on SIVB's YouTube page and linked to our site.

3.0 2024 World Congress on In Vitro Biology

M. Schultz

The 2024 World Congress meeting was a huge success. It had the highest attendance of all the meetings in the last 20 years. The Local Organizing Committee did an outstanding job, contributing to the overall success of the meeting. Due to the tireless efforts of the Development Committee, grant funds totaled \$65,251. Total fundraising was \$192,252: the most money received in a year for a meeting. In total, the meeting had 594 registrations, 376 of which were paid. In-person attendance reached 548 and virtual attendance was 45. Live recordings were provided for the Plenary, Joint, Keynote, and some Plant and Animal sessions. Cadmium CD was used to support the meeting's virtual presence. There was discussion regarding the timing of when speakers are asked to be part of the recorded program and when they are asked to have their materials included on YouTube. The total number of abstracts were 178 for Plant and 71 for Animal; 4 for education. Of the final 253 abstracts, 73 were Speaker, 90 were General, and 90 were Student abstracts. Several initiatives contributed to the success of the meeting, including group registration, 15 attending exhibitors, outstanding collaboration between the LOC and Program Committee, and the location of the meeting.

Michele reviewed the contributions for the meeting clarifying to what fund or funds each contribution was allocated. Not all funds are allocated to the Meeting fund rather than the IVACS or PB Section Activity Funds. Piero mentioned that if we are unable to achieve \$20,000 in Virtual Supporter funds, the balance of that line item will be pulled from the respective Section Funds. Potential contributors were discussed. Michele will be reviewing attendance to confirm that the split of funds for the Joint Section Social is appropriate to the meeting attendance history.

Mae left the meeting.

Michele provided the survey results regarding the meeting evaluation. There was a concern regarding why people did not seem to respond well to the Virtual Posters.

Action Item: The Business Office will research the negative responses to the virtual poster survey question #4 and see if they can figure out if those with concerns were in person or virtual attendees.

There were complaints that there wasn't sufficient food but it was noted that the budget won't allow it. Kolla suggested that language should be included to state what meals will be provided and for what meals are attendees on their own. It was also stressed that Committee Meetings should be promoted as events for those who want to be involved while de-emphasizing that food is provided

to alleviate situations where people have come to meetings specifically for the free lunch. Michele will work to include language in the program that encourages people to become involved in the committees if they wish to become more active. She also suggested sending a broadcast email noting that particular committee meetings were open to others. It was also suggested that some of the slides with invitations to the events be updated to allow attendees to “Share your voice.” We also addressed Committee Chairs writing articles in the IVR about what is going on in their committee with contact info regarding how to join and get more involved.

Action Item: Michele will review the responses to the “Formatting” comments in the last line of question #9 of the survey to try to identify who it was.

Action Item: Michele will send Ahmad, Alfred, Addy, and Kolla the 2024 survey as a .pptx file to review topics for next year.

Action Item: For the IVACS session to be recorded, the Business Office will look at ways to split the room so it won’t appear too large (Audience on one side and redirecting attention to one side). If we don’t receive grant funds to support the session, we may move the recording to a plant session.

Motion: To adjourn the meeting for the evening and reconvene on Saturday morning. Motion was seconded and approved.

Meeting was adjourned.

Saturday, November 9, 2024

In attendance: Piero Barone (President), Addy Alt-Holland (Past-President; Publications Chair), Fredy Altpeter (Vice President), Kolla Kristjansdottir (Member-at-Large IVACS), Hong Luo (Member-at-Large PB), Pon Samuel (Member-at-Large PB), Wayne Parrott (Public Policy Chair), Allan Wenck (2025 Meeting Chair), Ahmad Omar (2025 Program Committee Vice Chair and 2026 Program Committee Chair), Matthew Willmann (2025 Local Organizing Committee Co-Chair), and Michele Schultz (Managing Director)

Virtual Attendees: Mae Ciancio (Secretary), Vivian Dayeh (Member-at-Large IVACS), Raj Deepika Chauhan (Membership Committee Chair), Giovanna Moriera (Delegate of Student Affairs), Hannah Levensgood (PB Student Committee Co-Chair), Christina Yevtushenko (IVACS Student Committee Co-Chair), and Prasanna Shekar (PB Student Committee Co-Chair)

Excused: Barbara Doonan (Treasurer) and Michael Fay (President-Elect)

Meeting reconvened at: 8:05am EST

5.0 2025 In Vitro Biology Meeting Update

5.1 Scientific Program Update

A. Wenck

Allen reviewed the speakers and sessions for the 2025 In Vitro Biology Meeting to be held in Norfolk Virginia. In the schedule, sessions that will be sponsored by grant monies from the USDA, BRAG, NSF, DOE, and NASA were clearly identified. The meeting will start on

Saturday, June 7, with a 3-hour session hosted by PlantGENE and will end on Tuesday, June 10. The Keynote speaker is Dr. S. Eliza Lockwood, MD, FACMT, Medical Affairs Lead, Senior Science Fellow, Bayer U.S. Crop Science. Her presentation is titled: *One Health: From Plague and Pestilence to Pharmaceuticals, Pesticides & Public Health*. A suggestion was made to change the language on the Abstract Submission Page for the 'Late Breaking Oral Presentations.' Allan has been holding monthly meetings with conveners and program chairs to address any concerns as they appear. He also discussed how the Late Breaking Abstracts are being included more visibly in the program.

Action Item: The Business Office will add a link for abstract submissions for the student and Post Doc oral competitions and other presentation opportunities to streamline the abstract submission process. The Business Office will also remove the email addresses of the competition moderators to ensure that all abstract submissions are received directly by the Business Office.

5.2 Student Program Update

A. Vaillant/H. Levensgood/P. Shekhar and C. Yevtushenko

The Education Committee reviewed results of a survey they provided to the students. The Education Committee will be hosting several events for the students, including a student networking luncheon on Sunday, June 8 (*Tips and Tricks on Orally Presenting your Research*); a student workshop on Sunday, June 8 (*Synthetic Biology: Bottom-up Molecular Engineering of Unique Biosystems*); and a private Student and Post Doc social at the start of the meeting. The Student Affairs Business meeting will be on Monday, June 9 at 12:30pm.

Action Item: The Business Office, in collaboration with the Membership Committee, will share the student retention information with the student representatives of the Education Committee.

Babak asked if there was a way for the Student Awards to be listed in additional locations and to adjust the language to clarify that the Student Awards are actually financial Travel Grants.

Action Item: The Business Office will add a link on the meeting page for student travel grant applications.

Action Item: The Business Office will send an email directly to the students who attended the previous SIVB meeting, inviting them to the upcoming meeting and reminding them of the opportunity to apply for travel grant money.

Deepika also noted that the interest in the topics for professional development could be included with the webinar series the Membership Committee was working on. Also discussed was potentially changing the timing of the Student Workshop on Sunday evening. In discussion, it was noted that there wasn't a better time slot available as the rest of the program is full. The students reviewed their program in detail.

At 9:00 am, the meeting was paused for the Board Members in person at the Hilton Norfolk The Main to tour the event venue. The Student Co-Chairs and Delegate left the meeting at that time.

5.3 Meeting Update/Meeting Statistics

M. Schultz

Michele provided an update regarding the details of the meeting including the format for recording, etc. She provided details regarding the number of registered members, abstract submission, and special rates to obtain new members. She reviewed changes to the online registration system for visitors to our website. This year SIVB is adding Research Technician Combination and Nonmember registration rates in addition to the standard rates in hopes it will help generate more members for the SIVB.

The hotel room block was increased. We reviewed the costs for concessions as well as food and beverage. All speakers will be requested to upload a static version of their slides to the Cadmium Harvester prior to the meeting. Oral presentations, Lightning Talks and Poster presentations will be held in-person and will be included as part of the general scientific program. Virtual Poster opportunities will be available. SIVB will offer a Virtual Program Supporter Opportunity to offset the cost of the hybrid program. The Program Committee for 2025 is: Allan Wenck, Program Chair; Ahmad Omar, Program Vice Chair; Zoe Zhu, IVACS Program Chair; Carlos Garcia, PB Program Chair; Heqiang “Alfred” Huo, PB Sr. Co-Chair; Jon Mahoney, PB Jr. Co-Chair; Brad L. Upham, Education Chair; Hannah Levengood, PB Student Co-Chair; Ava Vaillant, IVACS Student Co-Chair; Prasanna Valavanur Shekar, PB Student Co-Chair; and Christina Yevtushenko, IVACS Student Co-Chair. LOC members include: committee Co-Chairs Christopher Osgood and Matthew Willman; and members Addy Alt-Holland, Raj Deepika Chauhan, John Cordts, Sadanand Dhekney, Pal Maliga, Yiping Qi, and Margaret Young. All the student awards were reviewed as well as the deadlines for abstract submissions. Details were provided regarding the funding provided by Springer as a result of Fredy’s efforts to offset the cost of the Post Doctoral oral competition awards. Current statistics regarding registration for the 2025 meeting were reviewed.

Michele reviewed the options for Tuesday night’s social event; including location, pricing, and availability. The event in general is becoming very cost prohibitive. The Board reviewed all the options and agreed to move forward with the Cruise at the *Spirit of Norfolk*. Entertain the option to have a sponsor to help offset the ticket costs for the students. The suggestion was that we might choose to hold an event as a closing reception or, instead, have a 2-3 hour break midway through the event. A suggestion was to look at perhaps organizing an event where all guests purchase a “ticket” to pay for the transportation and entrance fees, but all food, etc. is paid a la carte.

Action Item: The Board of Directors will revisit whether to hold a Tuesday night social event during the 2026 meeting and beyond.

Motion: Motion was made to offer the *Spirit of Norfolk* event for the Tuesday night social event. Motion seconded and approved.

5.4 Local Organizing Committee Update:

M. Willman

Matthew Willman from the Local Organizing Committee provided a brief description of the committee’s activities. A full day trip will be offered for Wednesday, since the meeting officially ends on Tuesday evening. Approximately 30 people will be able to attend this

event. Michele has options for providing lunch to the participants. Fee covers the bus, lunch, and other incidentals.

Michele reviewed the details for Group Registration. She also talked about the current status of the Post Doctoral Competition and the increase of funds which is now being provided due to a potential agreement with Springer to support the event. Fredy noted that the sections will be responsible for supporting this amount should the sponsorship end in 2-6 years. Michele will be reaching out to Donna Conger and David Songstad to see if they are amenable to SIVB looking for additional funding to increase the Bob V. Conger Award prize money higher than what they have listed, should we find a supporter.

Action Item: Michele will finalize support for the Post Doctoral Oral Presentation Competitions with Springer.

5.5 Fundraising Update

F. Altpeter

Fredy reviewed the status of current fundraising activities, including grant submissions which are still being prepared for USDA/NIFA (2 years) and DOE (1 year); and USDA/BRAG that are already confirmed for this year. Michele is actively involved in all the grant writing activities. Fredy requested that PB and IVACS identify individuals to step in as their section's representative for the grant writing efforts: Ahmad is stepping out due to his role in the 2026 meeting and VT stepped out due to other commitments. Fredy stressed that fundraising is the basis for the progress of the Society. Piero expressed that having the next program chair in place is helpful in streamlining the grants and fundraising moving forward.

Action Item: Section Chairs will designate a member from their section to coordinate the grant activities for their respective sections.

Action Item: The Business Office will send out the list of new companies to the Board, section officers, and committee members for follow-up regarding fundraising for the meeting.

8.0 2026-2029 meetings

M. Schultz

8.1 2026 In Vitro Biology Meeting in Reno, Nevada

Michele reviewed the costs associated with the upcoming meeting, including room rates, room blocks, and available complimentary services. Piero presented his new initiative to increase the number of symposia on a rolling basis for both sections. The premise is to replace traditional symposia populated with invited speakers over time and replace the speakers or entire symposia with ½ hour presentations from submitted abstracts. While the implementation of this change will vary based on each section and its respective needs, the goal is to replace up to 50% of the program with more submitted abstracts. Options for these revised sessions could include:

- a) Determining the topics in advance and inviting a prominent "anchor speaker" to lead the session. Then we could allocate two to three time slots for presentations chosen from submitted abstracts.
- b) Leaving a topic open and making a final decision once the abstract submissions have been reviewed and placed.
- c) Determining a topic and proceeding with a "call for abstracts."

Piero proposed that PB will add 1 additional session in year 1, 2 additional rolling basis symposia in year 1, and so on to eventually achieve a meeting with 50% of the presentations originating from submitted abstracts. IVACS will consider this proposal and will modify it to meet the needs of their section. The overall goal is for the meeting to be 50% submitted abstracts rather than formal symposia. Plenary and joint symposia will still exist, as well as invited speakers to anchor a topic for abstract submissions. Speakers will be chosen from the submitted abstracts to complete the session. Abstract submission deadlines will be on a rolling basis in efforts to fill the sessions, including Jan 31, Feb 28, March 31, and April 30.

Pros and cons of this program were discussed. Piero noted that he did not require a decision at this time; however, he recommends the Board think about the proposal to discuss and vote on this at the February Board Meeting.

Action Item: The Board will think about Piero's proposal for modifying the 2026 Program format to incorporate a rolling abstract model with more abstracts being included in the main program either by replacing symposia with Oral Presentation sessions or adding abstract presentations to symposia. This topic will be discussed again in February, with the goal to incorporate this model starting with the 2026 meeting.

Ahmad discussed a list of potential keynote speakers that he shared with the Board to see if there were any on the list who should be moved higher or lower on a priority list.

Kolla will share her initial Keynote Invitation letter regarding potential Keynote speakers to Ahmad, the 2026 Meeting Chair, for consideration.

Action Item: Board members will provide feedback in 1 week regarding the list of potential speakers for the 2026 Keynote speaker.

8.2 2027 In Vitro Biology Meeting in St. Louis, MO

The 2027 In Vitro Biology Meeting will be held from Saturday, June 12 – Wednesday, June 16, 2027, at the Hyatt Regency St. Louis at The Arch in St. Louis, Missouri. Because of the dissatisfaction with some aspects of the meeting venue in 2024, the hotel has provided a number of concessions for the 2027 meeting, and the Business Office is pleased with these concessions. Michele presented the details regarding the room block, costs of food and beverages, and the number of rooms required. She is also working with the A/V team at the venue to secure A/V services at the now-current rates.

It was discussed that the Program Chair for the 2027 meeting should be from IVACS. Candidates need to be provided at the February Board Meeting so that a final determination can be made prior to the 2025 In Vitro Biology Meeting as the 2026 Vice Chair will need to assume their position on the Board of Directors at that time and will need to be in place to participate in planning the program for 2026.

Action Item: The IVACS Board Members will bring to the Board Candidates for the 2026 Program Vice Chair/2027 Program Chair.

8.3 2028 In Vitro Biology Meeting – World Congress in Reno, NV

The 2028 In Vitro Biology Meeting will be held from Saturday, June 3 – Wednesday, June 7, 2028, at the Peppermill Resort Spa Casino in Reno, Nevada. The room rates are varied based on the size and location of the room. Michele presented the details regarding room blocks and food and beverage expenses.

8.4 2029 In Vitro Biology Meeting in Norfolk, VA

The 2029 meeting will be held from Saturday, June 9 – Tuesday, June 12, 2029, at the Hilton Norfolk The Main in Norfolk, VA. To reduce the penalties due to SIVB cancelling the contract for the in-person 2021 In Vitro Biology Meeting, the SIVB negotiated a third contract with the Hilton Norfolk the Main for the 2029 meeting. By doing so, we applied another \$13,000 of the \$50,000 charged cancellation fee as a credit to the 2029 meeting. The agreement is very similar to the 2025 meeting with the exception of a higher room rate and Food & Beverage requirement, and the addition of a new clause regarding a review of the actual guestroom and meeting space usage in 2025 to determine if a potential increase or decrease in 2029 is warranted.

In 2027 we will begin to determine where we want to hold the 2030 Meeting. Tentatively we are considering standardizing a repeating cycle of cities, and if we do so we will likely be looking at St. Louis for 2030.

The Board paused the meeting for 15 minutes and agreed to work through lunch.

The Board reconvened.

9.0 Financials

M. Schultz/B. Doonan

9.1 August 2024 Financial Statements

B. Doonan/M. Schultz

The meeting resumed with a recording from Barbara Doonan, who provided a recorded statement of the financial reports since she was not present at the meeting. The Board discussed the proposed budget and factors influencing it. Piero noted that Michele and Barbara are working toward a better understanding of each fund. Michele addressed questions from the Board regarding the line items from the budget and provided clarification as requested.

Pon proposed writing, publishing, and selling a book as a potential source of funds for the Society. This idea would require further consideration and possibly approaching Springer as the publisher. The Board reviewed all the documents and discussed efforts to promote the success and sustainability of the Society. Obtaining grants and external support for the A/V virtual program are all active efforts to help offset the rising costs of the meetings.

Restricted funds are not included in this budget. Questions were raised if the aspirational targets, as listed in the budget, were achievable. Michele also explained how the Section funds are allocated for the meetings and what the section expenses are yearly,

9.2 Approval or Modifications of the 2025 Budget

The accountant noted we are in a better financial position than we were last year. The Business Office and Barbara will continue to work with the accountant and advisor at Morgan Stanley to facilitate accurate communication of the financial wellness of the Society's accounts.

Action Item: Business Office and Piero will review meeting registration since COVID and calculate the percentage of PB and IVACS participants at the social events to calculate the appropriate cost split for the social events based on distribution of PB and IVACS attendees. Funds provided by PB and IVACS for the 2021, 2022, 2023, and 2024 meeting socials will be reexamined, and monies may be reallocated to IVACS proportional to the approved allocation split.

Action Item: The Business Office will resubmit the 2025 working budget to the Board with a worst-case scenario amount reflecting all the potential costs and revenue.

Action Item: The Business Office will review the financial statements for the past 10 years and provide the Board with a summary of the 'Bottom Line' for each of those years.

Action Item: Michele, Pon, and Addy will set a time with Springer to explore the possibility of publishing books with them.

11.0 Committee Updates

11.1 Education Committee

B. Upham

Brad Upham joined the meeting.

Brad provided a brief update on the Education Committee's activities. He informed the Board that the Student Co-Chairs are doing an exceptional job organizing the activities for the upcoming meeting. They are preparing their own program. He would like to move forward with developing confirmed funding for the first year Student Chair's travel costs. He discussed speaker costs for their Sunday night session. Board members are welcome to join the Thursday Student/Post Doc meetings.

11.2 Constitution and Bylaws

M. Kane/B. Schultz

Piero proposed a change to the Bylaws regarding the transition from outgoing to incoming Board members and officers. The Constitution and Bylaws Committee reviewed the proposed changes to the language and found no conflict to implementing the changes provided below. The new language was recommended as follows and was provided to the Board for their vote:

The terms of office shall commence immediately after the Annual Meeting following election and shall continue for two years or until a successor shall have been duly chosen.

This was done to avoid the confusion that had been occurring when new officers were taking office at the start of the Annual Meeting without training.

Motion: Motion was made to change the Bylaws as proposed by Piero and approved by the Constitution and Bylaws Committee. Motion seconded and approved.

11.3 Long Range Planning

M. Fay/M. Schultz

Piero and Michele have been carefully editing the handbook and providing extra details for specific committees. They are building a document including all the answers to frequently asked questions regarding committees and offices. When the document is completed, it will be presented to Michael Fay for final approval.

11.4 Nominating Committee

A. Alt-Holland

Addy has started talking to people who might be interested in a position. She will reach out to Committee members to recruit individuals starting in January 2025. Addy will send an announcement to the general membership and post an announcement in the *In Vitro Report* seeking volunteers for committees and offices.

The following Board of Directors positions are open for election in 2026-2028: President-Elect, Vice President, Secretary, Treasurer, Member-at-Large (PB) (to replace Hong Luo), Member-at-Large (IVACS) (to replace Kolla Kristjansdottir), Publications Chair, Public Policy Chair.

The following non-Board positions are open for election in 2026– 2028:

Awards Chair	PB Secretary/Treasurer
Constitutions & Bylaws Chair	IVACS Chair
Education Chair	IVACS Vice Chair-Membership
PB Chair	IVACS Vice Chair-Meeting
PB Vice Chair	IVACS Secretary

11.5 Membership

R. D. Chauhan

Deepika provided a very thorough presentation from the Membership Committee regarding the ongoing activities to increase membership and to get feedback from the Board on the Committee's goals and initiatives. Deepika presented a table listing all the members of the Committee and a review of the current membership statistics. The Committee has 6 goals for the 2024-2025 year, including: Enhance regular PB membership retention and increase regular membership by 5% relative to June 2024; Increase regular IVACS membership by 10%; Enhance student membership retention by 10% across both sections; Increase student membership by 5%; Increase post doctoral membership by 10 new members; Implement review of membership types to enhance their interaction with the SIVB. Deepika identified 5 focus groups (Facilitate Collaboration, Learning and Mentoring Opportunities, Organize Knowledge Sharing Events, Enhance Engagement, and Optimize Membership Experience), the goals of the focus groups, and the members comprising each focus group.

Deepika provided a summary of the activities planned for each focus group. She also identified a need for student involvement in these focus groups. Deepika requested approval for several points of action. She then reviewed the initiatives for which she requested Board approval.

Discount membership opportunities were discussed with various groups. Vivian suggested an additional organization to which a membership discount offer could be appropriate.

There was further discussion regarding the amount of a discount and the timeline to offer the discount.

Motion: Motion was made to offer PlantGENE members a 25% reduction in membership costs to join or return to SIVB with access to online journals if they register by end of January 2025. Motion seconded and approved.

Motion: Motion was made to reach out to the Canadian Society of Zoology and the Exotoxicity Group and offer a 25% reduction in membership costs if joining for the first year. Motion seconded and approved.

Next discussed was the proposed Post Doc Mentoring Program. Those participating will have to be a member of the SIVB. Mentors will be established first then Mentees will have availability based on the number of mentors available. Deepika is seeking Board members to serve as mentors. Deepika will provide information regarding expectations of the mentors and the mentees as details are finalized.

Action Item: Deepika will work with the Membership Committee to start the Post Doc mentoring program with the plan to begin it in December. The necessary documents are created as Google forms. Motion seconded and approved.

Fredy also suggested looking at current members to try to connect with new assistant professors to invite them to participate in the organization. This will be added to the enhance/engage option.

Action Item: Michele will provide a list of members by institution to Deepika to create a focus group coordinating outreach to Assistant Professors where we already have members.

Mae left the meeting.

At this time, the meeting schedule was adjusted to move 12.0 to the forefront and then return to the previous agenda items.

12.0 Other Business

David Songstad, Albert Kausch, and Trevor Baron joined the meeting.

12.1 Biotechnology Course Program Discussion

A. Kausch/D. Songstad

David Songstad, Albert Kausch, and Trevor Baron discussed a potential proposal with the SIVB Board for a partnership between SIVB, Biophilia, and URI Online for the promotion of a biotechnology course - *Issues in Biotechnology* - a state-of-the-art asynchronous online course intended for professionals and non-scientific individuals. There were discussions regarding the accreditation and the program details. The Board asked for access to the course to better understand its content before making any decisions.

Action Item: Michele provided the names and email addresses of the Board members to Albert and Trevor who will set up access for the SIVB Board of Directors to access this proposed program.

David Songstad, Albert Kausch and Trevor Baron left the meeting.

11.5 Membership (Continued)

The Post Doc mentoring program is pending a name and branding. Deepika is working with the team to finalize the name as long as the Board approves the timeline.

Motion: Motion was made to approve the timeline for the Post Doc mentoring program. Motion seconded and approved.

Deepika next shared details for the plans for starting Zoom events rather than using a professional production service. They want to engage both Plant and Animal Biotech members, especially as we are trying to build our IVACS membership. There will be a cost to increase our system to include Zoom Webinar to facilitate this opportunity if SIVB is to manage the session.

The last focus group was looking to optimize the membership experience. These efforts will need to work with the Social Engagement and/or Publications Committees. The last discussion was to update the matrix categories for membership, journal articles, and abstracts for the organization.

Sarbesh provided a proposal to set up a branch of SIVB in South Asia where we could enhance visibility and engagement via establishment of a branch with regular meetings, panel discussions, exchange of visits, workshops, and conferences involving South Asian and SIVB scientists. They are also looking to create an equity-based membership model for the LDC (Least developed and low income/lower middle income countries) to become members of SIVB. Details of the proposal were provided to the board. Other societies - such as ASPB - offer similar discounts for membership to LDC countries.

Michele shared details from the Bylaws regarding what is required for establishing a Branch with SIVB. SIVB requires at least 10 members in good standing to remain a branch and must be incorporated in the country where the branch is established. They establish their own branch dues in addition to the SIVB membership dues. They must provide annual reports each year.

A proposed option was provided to offer those from LDC countries a discounted membership rate of \$55 with online access to the journal only. An additional suggestion would be to allow those who are living in the US (paying full price membership) to join the South Asian Branch to allow them to retain their 10 members in good standing status. They must charge their own membership dues/criteria so a person is a member of both the Branch and the SIVB to be considered a member in good standing. They would have to set up their own corporation. They have to pay all their own fees to run the branch.

Allan left the meeting.

It was requested that the proposal be further refined.

Action Item: Deepika will reach back out to Sarbesh to provide the response of the Board of Directors specifying the Branch requirements: 1) He needs to get 10 participants lined up to be both

SIVB and South Asian Branch members. 2) They will have to incorporate in whatever country they choose from South Asia. 3) They must include India as one of the countries of the Branch and India-based branch members who are part of the 10 SIVB members would have to pay the full SIVB member rate of \$165.00. 4) That we encourage all members of the Branch to be part of the SIVB organization.

11.6 Awards

T. Jones/P. Barone

The Board reviewed the criteria for all the awards offered by SIVB, including the Lifetime Achievement Award, Fellow Award, Distinguished Scientist Award, and Early Career Award. Award packets must be completed by January 15, 2025.

Piero and Addy presented an option of a new award named the Presidential Honor of Distinction. This award would be chosen by the Past President, Current President, and President-Elect to acknowledge a member who has made a special contribution to the Society. This would not be presented every year but would be available should appropriate circumstances arise. The award would consist of a plaque and \$500 that can be used by the recipient as they wish. The recipient would be provided with 10 minutes to accept the award. This would be limited to a maximum of one award per year.

Further discussion was held about the original intention of the President's Award and how it has changed over the last few years. To address this, the Board chose to retire the President's Award.

Vivian left the meeting.

The Board voiced approval of the following adjustments for the awards chosen by the President: 1) Retire the President's Award; 2) Instate the Presidential Honor of Distinction with the stipulations listed above; 3) Retain the Distinguished Service Awards, with the number of recipients per year based on service to SIVB.

11.7 Public Policy

W. Parrott

No report was included at this time.

Motion: To adjourn the November 2024 Board of Directors Meeting. Motion seconded and approved.

The meeting was adjourned at 4:16 pm.

Motions:

1. **Motion:** To approve the Agenda for November 2024 Board meeting. Motion was seconded and approved.
2. **Motion:** To approve the minutes for the June 2024 Board meeting. This motion was seconded and approved.
3. **Motion:** To adjourn the meeting for the evening and reconvene on Saturday morning. Motion was seconded and approved.
4. **Motion:** Motion was made to offer the *Spirit of Norfolk* event for the Tuesday night social event. Motion seconded and approved.
5. **Motion:** Motion was made to change the Bylaws as proposed by Piero and approved by the Constitution and Bylaws Committee. Motion seconded and approved.
6. **Motion:** Motion was made to offer PlantGENE members a 25% reduction in membership costs to join or return to SIVB with access to online journals if they register by end of January 2025. Motion seconded and approved.
7. **Motion:** Motion was made to reach out to the Canadian Society of Zoology and the Exotoxicity Group and offer a 25% reduction in membership costs if joining for the first year. Motion seconded and approved.
8. **Motion:** Motion was made to approve the timeline for the Post Doc mentoring program. Motion seconded and approved.
9. **Motion:** To adjourn the November 2024 Board of Directors Meeting. Motion seconded and approved.

Current Action Items

Outstanding Action items from the October 2022 Board Meeting

1. **Action Item:** Barbara will work with Mae and the Business Office to identify and invite previous SIVB members to a special SIVB reunion for the 2026 meeting. March 2023 Update: This process will begin after the 2024 World Congress. This action item is ongoing. June 2023 Update: Barbara and Mae will begin compiling names and contact information after the 2024 World Congress in June 2024. This action item is ongoing. October 2023 Update: This is pending until after the 2024 World Congress. This action item is ongoing. March 2024 Update: Barbara and Mae will begin formalizing a plan at the 2024 World Congress meeting. They will work with the Business Office to gather information. This action item is ongoing. June 2024 Update: This process will begin in fall 2024, most likely in conjunction with the fall Board meeting in November 2024. This action item is ongoing. November 2024 Update: Michele provided a list to Barbara of all Emeritus, Honorary, and Life members from 2000 to the present who are still alive, per SIVB's records. Barbara and Mae will be contacting these members and other long-term members to discuss the upcoming "reunion" at the 2026 Reno meeting. Barbara and Mae will also explore a mechanism to include a fundraising opportunity to support the festivities. Also, under consideration is the option of replacing the Monday Joint Sections' Social with the reunion event. **This action item is ongoing.**

Outstanding Action Items from the June 2023 Board Meeting

2. **Action Item:** Social Engagement and Publications Committees will work on creating advertising-recommended hashtags for the site to include on postings. October 2023 Update: After discussion with the Social Engagement Committee Chair, it was agreed that this task would wait to coincide with the rebuild of the main site so that the hashtags and SEO messaging from the SIVB will be cohesive. This action item is ongoing. March 2024 Update: The rebuild of the website is suspended until decisions are finalized regarding the new vision of SIVB. This action item is on hold until the website is rebuilt. This action item is ongoing. June 2024 Update: This action item is pending and will be addressed after closing of the survey and a review of the responses. This action item is ongoing. November 2024 Update: Once Piero, Addy, Deepika, and Michele compile the data from the survey, this will be provided to the Social Engagement Committee so they can begin determining the hashtags and advertising to market SIVB to the community at large. **This action item is ongoing.**
3. **Action Item:** Michele will work with the Long-Range Planning Committee and Publications Committee to update the 'area of interest categories' throughout the website and the journals to reflect the current interests of our members and meeting attendees. March 2024 Update: This is a long-term conversation that will be continued with both Committees at the 2024 World Congress. The conversation will include research that is being conducted with the Board and Membership Committee for the re-envisioning of the organization. This action item is ongoing. June 2024 Update: This information is on hold until the results from the survey are analyzed. This action item is ongoing. November 2024 Update. The Membership Committee has been discussing this same issue and has been requested to provide a pared-down list of 12 categories each for IVACS and PB sections. Once this is provided, the lists will be presented to

the Publications Committee and Editors-in-Chief to finalize new lists to be presented to the Board for their approval before implementation. **This action item is ongoing.**

Outstanding Action Items from the March 2024 Board Meeting

4. **Action Item:** Piero will continue conversations regarding an outreach request to the Australian Branch of the IAPB. June 2024 Update: Piero explained that a colleague contacted SIVB to attend but wasn't able to attend the meeting. She would like to connect with a professional Society like SIVB. He will be meeting with her next week. This action item is ongoing. November 2024 Update: **This action item is ongoing.**

Outstanding Action Items from the June 2024 Board Meeting

5. **Action Item:** To proceed with a Terminology Committee including Michael, Wayne, and Addy as Chairs with members: Piero Barone, Kolla Kristjansdottir, Vivian Dayeh, Hong Luo, and Yiping Qi to build new terminology documents. November 2024 Update: The Committee met in September and began to discuss resources. Piero and Yiping Qi are working on Genome Editing Terminology to provide to the committee. The chairs were to begin a review of the prior documents to provide recommendations for terms that may need to be removed, updated, or fields that are missing completely. Once these tasks are completed, the next steps will be: 1) Michele approaching Springer with the list of expected resources to ensure any necessary steps are taken to ensure there are no concerns regarding copyright; 2) Splitting/sharing the list of terms amongst the committee members so they can continue to revise or add necessary terms using the provided resources; and 3) Upon a first full draft of terms, recruiting additional members to review the information to ensure that all appropriate terms are addressed. It was recommended that the SIVB Board of Directors be requested to review the terms appropriate to their research to help identify if any terms are missing or need to be adjusted. It is anticipated that this task will take a year to complete. To increase citations/impact, it is encouraged to release these articles in the early part of a calendar year. This would require final content to be ready by November 2025 at the latest. It is hoped that these articles can be published Open Access. This will require raising funds for this project of approximately \$7,000 which could be done by outreach to members or applying for a grant. **This action item is ongoing.**

Action items from the November 2024 Board Meeting

6. **Action Item:** Piero, Addy, Deepika and Michele will begin going through the raw data from the Today's Voices Survey to better understand how SIVB is viewed and the direction in which they recommend the Board proceed based on the results of the survey analysis.
7. **Action Item:** Business Office to create a redesign of the main (sivb.org) website header to increase visibility of SIVB's tag line: "Plant and Animal Biotechnology and Genomics."
8. **Action Item:** Kolla and Piero will work together on a word cloud to go along with a pending social media campaign using 1) the terms that are SIVB-focused and 2) the countries from where our members are located. This could be tied to a Social Media Campaign about what SIVB is about.

9. **Action Item:** Addy and Michele will contact Tetsu to discuss any ideas he has regarding someone to take his place as EIC of the IVA journal upon his impending retirement and to discuss recruitment of more associate editors for the IVA journal to facilitate success of the journal including providing a list of suggested names to whom he can reach out.
10. **Action Item:** Piero and Michele will reach out to IAPB Secretariat's Office (Pankaj and Samir) in February to remind them about their responsibilities to fulfill the paper budget of 18-19 papers per issue and discuss transitioning their site to the SIVB site as a host.
11. **Action Item:** Addy and Michele will go to the Publications Committee to discuss the terms of the SIVB logo, possible reconsideration of the importance of those terms, and a possible redesign of the logo to be released in concurrence with new matrix categories once approved for both journals.
12. **Action Item:** Piero and Michele will reach out to IAPB Secretariat in February to revisit potentially transitioning their site to the SIVB site as a host.
13. **Action Item:** Michele will approach Aleta at Springer one more time regarding the updated or edited document regarding PubMed status. If no information is received after 2 weeks' time, Michele will identify a higher-up to follow up on this issue.
14. **Action Item:** Deepika will prepare a 1-year discounted SIVB membership offer for PlantGENE members.
15. **Action Item:** Business Office and Piero will come up with an introductory video script to let others know about the SIVB in different languages.
16. **Action Item:** Piero, Pon, Hong, and the Business Office will help identify and reach out to other SIVB members to provide a recorded welcome introducing SIVB in different native languages. This will use the script created by Piero and the Business Office and will be placed on SIVB's YouTube page and linked to our site.
17. **Action Item:** The Business Office will research the negative responses to the virtual poster survey question #4 and see if they can figure out if those with concerns were in person or virtual attendees.
18. **Action Item:** Michele will review the responses to the "Formatting" comments in the last line of question #9 of the survey to try to identify who it was.
19. **Action Item:** Michele will send Ahmad, Alfred, Addy, and Kolla the 2024 survey as a .pptx file to review topics for next year.
20. **Action Item:** For the IVACS session to be recorded, the Business Office will look at ways to split the room so it won't appear too large (Audience on one side and redirecting attention to one

side). If we don't receive grant funds to support the session, we may move the recording to a plant session.

21. **Action Item:** The Business Office will add a link for abstract submissions for the student and Post Doc oral competitions and other presentation opportunities to streamline the abstract submission process. The Business Office will also remove the email addresses of the competition moderators to ensure that all abstract submissions are received directly by the Business Office.
22. **Action Item:** The Business Office, in collaboration with the Membership Committee, will share the student retention information with the student representatives of the Education Committee.
23. **Action Item:** The Business Office will add a link on the meeting page for student travel grant applications.
24. **Action Item:** The Business Office will send an email directly to the students who attended the previous SIVB meeting, inviting them to the upcoming meeting and reminding them of the opportunity to apply for travel grant money.
25. **Action Item:** The Board of Directors will revisit whether to hold a Tuesday night social event during the 2026 meeting and beyond.
26. **Action Item:** Michele will finalize support for the Post Doctoral Oral Presentation Competitions with Springer.
27. **Action Item:** Section Chairs will designate a member from their section to coordinate the grant activities for their respective sections.
28. **Action Item:** The Business Office will send out the list of new companies to the Board, section officers, and committee members for follow-up regarding fundraising for the meeting.
29. **Action Item:** The Board will think about Piero's proposal for modifying the 2026 Program format to incorporate a rolling abstract model with more abstracts being included in the main program either by replacing symposia with Oral Presentation sessions or adding abstract presentations to symposia. This topic will be discussed again in February, with the goal to incorporate this model starting with the 2026 meeting.
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35. **Action Item:** Michele, Pon, and Addy will set a time with Springer to explore the possibility of publishing books with them.
36. **Action Item:** Deepika will work with the Membership Committee to start the Post Doc mentoring program with the plan to begin it in December. The necessary documents are created as Google forms. Motion seconded and approved.
37. **Action Item:** Michele will provide a list of members by institution to Deepika to create a focus group coordinating outreach to Assistant Professors where we already have members.
38. **Action Item:** Michele provided the names and email addresses of the Board members to Albert and Trevor who will set up access for the SIVB Board of Directors to access this proposed program.
39. **Action Item:** Deepika will reach back out to Sarbesh to provide the response of the Board of Directors specifying the Branch requirements: 1) He needs to get 10 participants lined up to be both SIVB and South Asian Branch members. 2) They will have to incorporate in whatever country they choose from South Asia. 3) They must include India as one of the countries of the Branch and India-based branch members who are part of the 10 SIVB members would have to pay the full SIVB member rate of \$165.00. 4) That we encourage all members of the Branch to be part of the SIVB organization.