WSSA Summer Board Meeting 2019

August 5, 2019

Blackhawk, CO

Meeting called to order at 7:32 am by Larry Steckel

Attending: Rob Richardson, Nick Steppig, Bryan Young, Greg Elmore, Anita Dille, Dawn Refsell, Bill Curran, Larry Steckel, Lee Van Wychen, Darrin Dodds, Francois Tardiff, Sarah Ward, John Byrd, Scott Senseman, Phil Banks, Rakesh Chandran, Mark Bernards, Marty Schraer, Eric Gustafson

**Motion to approve agenda made by Mark Bernards and seconded by John Byrd. Passed unanimously.**

**Motion to approve minutes made by John Byrd and seconded by Marty Schraer. Passed unanimously.**

**Survey of Membership – Anita Dille:** An invitation to sign up for committees was sent out. Anita reiterated importance of committees remaining active and serving the society. 50% of respondents to survey were university employees, industry 20%, students/post docs 14%, other 16%. Anita Dille and Eric Gustafson will make results available to WSSA Board of Directors.

**WSSA/WSWS 2020 Joint Meeting – Bill Curran:** March 2-5, Maui, Hawaii. Need to coordinate joint activities. WSWS wants to keep business breakfast – student awards presented at this function. WSWS holds 30-90 minute discussion sessions after breakouts. Bill Curran expressed concern about space at meeting venue accommodating all WSSA and WSWS activities. Tour activities may include: whale watching, national park tour, tour of Bayer seed corn facility. Concern was raised over no resident local arrangements person. Person who had agreed to serve as local arrangements chair has moved but will provide as much support as possible for 2020 annual meeting. **Bill Curran suggested Sam Ohu Gon III as keynote speaker for 2020 WSSA Annual Meeting. WSSA BOD generally agreed with this suggestion.**

Bill Curran established WSSA/WSWS committee and solicited proposals for 2020 Annual Meeting. 12 proposals were received. Committee felt that a total of 5 symposia were feasible from a logistical standpoint for 2020 Annual Meeting. Extensive discussion regarding symposia selected as well as those that were not. Bill Curran is very concerned about space and logistics for the 2020 Annual Meeting. Further discussion on student contest at WSSA Annual Meeting by Dawn Refsell. Point of clarification – WSSA BOD passed motion for student oral contest at 2020 Annual Meeting to be conducted in three minute thesis format.

Scott Senseman gave further insight into glyphosate symposium that was accepted for 2020 Annual Meeting. **Mark Bernards made a motion to approve 5 symposia as approved by committee. Seconded by Anita Dille. Motion passed unanimously.**

**Plans for 2020 and Future Site Selection – Eric Gustafson:** 2020 – Maui, HI. 2021 – San Antonio, TX – February 11-19. 2022 – Vancouver, BC. 2023 – Arlington, VA – January 26 – February 2. 2024 & 2025 – up for discussion.

Discussion on 2022 Annual Meeting. Three different properties under consideration. Francois Tardiff indicated that CWSS is very interested in having a joint meeting with WSSA in 2022 in Vancouver, BC.

John Byrd indicated that 2021 SWSS Annual Meeting will be in Knoxville, TN. 2022 SWSS Annual Meeting will be in Austin, TX.

**John Byrd motioned to accept Sheraton Vancouver Wall Centre as meeting location for 2022. Rakesh Chandran seconded motion. Motioned passed unanimously.**

Francois Tardiff inquired about steps needed to secure partnership for 2022 WSSA/CWSS joint meeting. Eric Gustafson indicated this was no issue and negotiations would commence the week of August 12, 2019.

Discussion on 2024 and 2025 annual meeting regional locations. 2024 – Florida/Georgia. 2025 – California/Arizona.

**NIFA Fellow Report – Jim Kells:** Made four trips to Washington D.C. Been working on three goals – communication and networking; analysis of database that exists on history of weed science funding; weed genomics

Communication and networking – have met with Mike Fitzner and relevant national program leaders.

History of weed science funding – focused on five metrics - # of weed science proposals submitted; funding requested; percent success rate; successful proposals; ecosystems and area of expertise that received funding. Andrew Clark was assisting but has since left NIFA. Andrew sent Donn Shilling and Jim Kells data and they are working on getting data analyzed.

Weed genomics – Pat Tranel, Lee Van Wychen and Jim Kells intended to meet regarding a weed genomics conference. National program leaders were out of town and thus unable to meet. Jim and Pat have since participated in a conference call to proceed with International Weed Genomics Consorium to be held in August 2020 in Kansas City.

Jim Kells future plans – great deal of unrest regarding move to Kansas City. Nearly all NIFA employees are being transferred to Kansas City. Fully staffed NIFA has 323 employees. Currently have 224 employees. All 224 were required to disclose they would move to Kansas City – 73 indicated they would be willing to move to Kansas City. September 30 is report date and will be housed in a temporary site. New site could be ready in 18 months – morale is very low in NIFA currently. Jim Kells expects next visit to be in Kansas City possibly in late 2019 – wants to avoid any prior visit given current morale and relocation plans.

Implications for WSSA and Fellow Position – Most contacts Jim Kells has made have left or plan to leave NIFA given relocation. Long term prognosis – Jim Kells feels NIFA will be able to rebuild numbers and many national program leaders. This is an opportunity for weed scientists to obtain these positions and further weed science objectives. Jim Kells indicated that Mike Fitzner will move to Kansas City.

**Graduate Student Experience – Phil Banks:** Process went very smoothly. Phil worked with WSSA GSO to get announcement out in timely manner. Received 18 applications. 7 NC; 1 NE; 14 SWSS; 3 WSWS; 1 CWSS. 5 selected – 2 NC; 1 NE; 1 CWSS; 1 SWSS. Phil Banks suggested between this meeting and 2020 Annual Meeting that President Larry Steckel assemble committee to undertake this task and develop metric to rank students based on merits. Nicholas Steppig – student representative to WSSA BOD – received one of the Enrichment Experience Scholarships. Mr. Steppig spoke on logisitics for getting announcement out and indicated would like to have packets turned in by May 1 of each year. Each student given one month to prepare application followed by two weeks to determine winners. Winners were announced by May 15. Number of applicants from 2018 to 2019 nearly doubled.

**WSSA Press Release on Glyphosate Discussion – Scott Senseman:** WSSA has developed a draft on issues concerning glyphosate registration. Two different versions were developed and committee selected one they were most comfortable with. Scott Senseman indicated that draft(s) are up for WSSA Board of Director approval. Extensive discussion on jury decision regarding glyphosate. Further discussion on toxicology results – acute vs. chronic toxicology. Discussed adding verbiage about being open to future studies regarding carcinogenic risk of glyphosate. Phil Banks suggested avoiding any comment regarding mistake made by jury, court, etc. due to potential risk of being drawn into court cases. Scott Senseman will add suggested comments into release and present to WSSA Board of Directors on August 6, 2019 for approval for release.

**Update on Apex Upgrade – Eric Gustafson:** David Kruger provided update on abstracts, searchability, etc. Point of clarification – update price included abstract functions not interactions with regional societies. Apex bills regionals quarterly to maintain websites as well as title and abstract submission features. Eric Gustafson indicated that he thought Apex abstract cost was about $1,000 per year for each regional that uses his service. David Kruger provided update on 2-3 year use by each regional with respect to title and abstract submission. Per email from Phil Banks – he made motion for WSSA to approve the APEX proposal. It was further stated in that email that SWSS, NCWSS, WSWS, and NEWSS would provide support at $2500 per society. At that time, correspondence from other societies had not been received.

**Director of Science Policy Report – Lee “Mad Dog” Van Wychen:** Weed Bingo is nearly ready to send to the printer. Lee Van Wychen passed around images that will be used for the Weed Bingo game and proceeded to go through questions one by one. Discussion initiated by Sarah Ward regarding wild hemp/cannabis, etc. picture/name. She appears to be an expert. Further discussion on scientific and common names and what websites/publications list them as. Mass confusion. Lee Van Wychen indicated that John Byrd provided extensive edits on Weed Bingo game. Discussed terminology and mention of herbicides, descriptive terminology, etc. Discussion on amount of games needed to be sold in order to break even. Need to sell 550/1000 games at full price in order to break even. Proposed to offer 100 each to regionals at cost plus shipping. Eric Gustafson indicated that WSWS will buy one for one for each one they sell. Several folks discussed distribution of the game such as working with STEM programs, FFA, National Park Service, etc. in order to increase visibility and potential sales of the game. Lee Van Wychen will handle marketing.

WSSA Glossary – terms taken from Herbicide Handbook. Question was posed if WSSA was the source for these terms? Most folks google terms and WSSA is not necessarily the primary source for this information from these searches. Lee Van Wychen indicated that terms are available in the Herbicide Handbook but not complete consistency between WSSA website and Herbicide Handbook. Lee Van Wychen also indicated that he will have his next Executive Director of Science Policy intern starting in the fall and that this person could review consistency between the Herbicide Handbook and the WSSA website with respect to terminology. Discussion regarding need for glossary. Some questioned is there a need for a glossary and what is WSSA’s role in defining terminology. Some argued that education is the primary goal of providing terminology and definitions. Lee Van Wychen agreed to run the terminology question through the science policy committee and narrow down list of terms and definitions.

Glyphosate interim registration review period. Lee Van Wychen has worked with John Schramsky to provide information.

APHIS Seeking Comments on Proposed Rule Deregulating Some GM Crop Traits – Comments due August 6, 2019. Lee would like to emphasize that APHIS should work with EPA regarding this rule.

Kansas City Announced as New Home for USDA NIFA and ERS –

IR-4 Will Move From Rutgers to NC State – Move will take place over 2 years. NC State made a number of concessions in order to facilitate move that Rutgers was unable to make.

Congress and White House Agree on 2-year Budget Deal – Will aid preventing delay of research programs.

Public Lands and Water Management Bill – Born out of need for on the ground work on weed control.

Capitol Hill Seminar on Weed Gene Drive – Jim Brosnan will be visiting Washington D.C. on behalf if ASA-SSSA-CSSA to discuss herbicide resistance in turf.

2019 Weed Survey – Lee Van Wychen proposed deadline is Labor Day 2019.

**IMI Update – Eric Gustafson:** Crowd Compass will be used as meeting app for 2020 annual meeting as opposed to Guidebooks. Gives WSSA more tools for marketing sustaining members. Meeting management contract ends in March 2020. Proposed small fee increase reflective of tasks not contained in original scope of work. For example, financial reporting is monthly as opposed to quarterly. Phil Banks inquired about invoicing with new renewal – will be monthly and site visits are included.

**Finance Report – Phil Banks:** Finance committee has quarterly conference calls. See minutes from July 17, 2019 conference call. General fund up for 2nd quarter of 2019 totaling $1,250,218.83. Endowment fund has $480,853.51. CD account has $227,576.31. Total value of all assets was $2,158,829.16 as of June 2019 statement. Jeff Holloway indicated that markets are likely to be volatile as election approaches and China devaluing currency. WSSA has continued to increase net worth over past five years. Phil expects this trend to continue barring market recessions. The finance committee has questioned what our purpose is – are we here to continue to attempt to increase our assets or should we be reinvesting this in our society? Phil Banks has provided a proposal for innovative projects to the WSSA Board of Directors in his report. Proposal – when total assets exceeds $1,500,000 on last day of April, a call for proposals will be issued. Proposals can be for any amount up to $100,000 and should be something that WSSA currently does not fund and should be innovating in nature. No project renewals allowed and projects can take more than one fiscal year to complete. Proposal format similar to others used by WSSA. More than one proposal can be funded but total cost cannot exceed $100,000. The WSSA Board of Directors or committee appointed by WSSA Board of Directors will evaluate all proposals and make funding decisions.

Finance committee recommended same fee schedule for 2020 Annual Meeting as was used for 2019 Annual Meeting. Phil Banks and Eric Gustafson working on devising system to do membership in WSSA vs. WSWS given vast differences in cost ($170 vs. $30).

**Publications Report – Sarah Ward:** Total WSSA journal income from 2018: $562,304 of which WSSA received 38% ($213,676). After adding guaranteed payments, total payment to WSSA was $254,330. Guaranteed payment to WSSA for 2019 is $183,968 ($125,468 for revenue + $6,000 for award sponsorship fees and $52,500 editorial stipend).

WSSA Journal Impact Factors: Weed Science – 2.00 (2.044 in 2017); Weed Technology – 1.384 (1.246 in 2017); Invasive Plant Science and Management – 0.672 (1.081 in 2017). Impact factors based on citations of articles published in 2016 and 2017. Sarah Ward indicated that the change from Allen Press to Cambridge likely had impact on these metrics but overall submissions to IPSM is lacking most likely as a result of reduced funding in this area. Reduced funding has likely resulted in less research and reduced submissions.

Author instructions have been revised for Weed Science and IPSM directing use of Latin binomials in place of common names. Authors directed to plants.usda.gov and plantlist.org for taxonomic information. Working to post manuscripts within 2-3 days of acceptance. APMS board is not in favor of ceasing Journal of Aquatic Plant Management and further utilizing IPSM.

WSSA is evaluating open access journals. The general feeling open access would increase cost to publish by 2-3X and the impact on Impact Factor and author H-Index is unknown. The H-Index for authors would likely increase but the result on Impact Factor is unknown.

Herbicide Handbook – Publications board decided if a new Herbicide Handbook is completed to do as print on demand. Sarah Ward has spoken with Travis Gannon on updating the 10th edition of the Herbicide Handbook. Travis is interested but Sarah was directed to put together a small committee to evaluate need for a new Herbicide Handbook as well as format utilized. Sarah Ward gave a deadline of December 31, 2019 as a deadline for Travis Gannon et al. to decide if new Herbicide Handbook is warranted.

**Director of Publications Search – Sarah Ward:** DOP is a three-year term appointed by the WSSA President. Sarah Ward’s second three-year term ends in February 2020. Sarah Ward would like to start grooming her successor for this position. She indicated that she will not abscond responsibilities of Director of Publications in February 2020 but has a strong desire to find successor. Sarah Ward has developed a draft of primary components of Director of Publications position. Sarah Ward indicated it may be prudent to modify WSSA MOP to include process to identify Director of Publications position that included essential duties and responsibilities. Mark Bernards indicated that Constitution and Bylaws officer and director of publications positions are only two positions on the WSSA Board of Directors that are not voted on by the WSSA membership. Discussion centered on putting out call for interested individuals for constitution and operating procedures representative and CAST representative to the general membership and then allow WSSA Board of Directors to select appropriate person for each position.

**Motion to accept position description submitted by Sarah Ward for Director of Publications position by Anita Dille. Seconded by Scott Senseman. Motion unanimously passed.**

**EPA Liaison Report – Greg Kruger:** Activity has been restricted over the past several months compared to first year in role due to government shutdown and subsequent backlog of activities. Greg has coordinated a workshop on drone applications for EPA. Turnover at EPA has resulted in much inefficiency. Greg estimates that 50% of the folks he interacted with at EPA have subsequently left since he started in EPA liaison position. Greg indicated that it would be beneficial for WSSA to provide names of qualified individuals to fill open EPA positions. WSSA/ESA joint policy tour – approximately 12 folks from EPA scheduled to be on tour the week of August 5, 2019 to provide boots on the ground type experience for EPA folks who make registration decisions. Will be a fair number of entomologists on this tour as well (as part of the 12 attendees). EPA will move across river from Crystal City when lease expires in December 2020 into the Washington D.C. area.

**Graduate Student Report – Nick Steppig:** Created social media chair position for WSSA GSO and are active on twitter, facebook, and Instagram. Lavesta “Camp” Hand is WSSA GSO social media chair. WSSA GSO were very aggressive in seeking hosts for WSSA Travel Enrichment Experience. Nicholas indicated the WSSA GSO will coordinate with WSWS GSO as much as possible in order to keep costs down for graduate student activities. WSWS has silent auction to support GSO activities at WSWS – WSSA GSO does not plan on teaming with WSWS GSO on silent auction. WSSA GSO does plan to have a student wellness meal and feature speaker on mental health topics. WSSA GSO will target someone from Hawaii to speak on mental health topics in order to minimize travel costs.

Clarification on student night out – for participating students and hosts – pairing will be completed ahead of time and sponsor will be responsible for taking student to dinner.

Anticipating combined luncheon with WSSA and WSWS and after which time they two groups will split for business related activities.

Discussion regarding securing funding for graduate student activities. It was suggested that funding will be reduced in the coming months due to industry consolidation, difficult growing conditions, etc.

**WSSA Poster/Elevator Speech Contest Update – Darrin Dodds:** No progress made to date. Some discontent observed amongst various groups. 75% of students at North American Weeds Contest indicating they were in favor of participating in presentation contest. Three-minute thesis is a registered trademark of the University of Queensland. The University of Queensland allows academic institutions to use materials with permission. Darrin Dodds suggested obtaining permission from the University of Queensland for materials and branding usage and conduct contest with metrics provided as part of allowance from University of Queensland.

Bill Curran indicated WSWS does poster contest and best path forward is combined poster contest with WSSA and SWSS.

**North American Weed Contest Update – Dawn Refsell:** 241 students from 29 Universities representing 67 teams participated. Dawn Refsell indicated that perception was that the North American Weed Science Contest was a WSSA activity. In fact, the contest is not housed under WSSA MOP. The number of contestants drove up event costs - $55,000 for entire contest. Memorial Stadium was only venue that could hold that many folks and food was approximately $50 per person at this venue.

Extensive discussion on how to proceed with a national contest given the level of participation in the 2019 contest. Logistically and financially the 2019 contest was challenging. Dawn Refsell will provide report regarding 2019 contest.

**Motion to move into executive session made by Bill Curran at 4:20 pm and seconded by Dawn Refsell.**

**Lee Van Wychen – all favorable**

**Motion made to accept IMI’s contract as written by John Byrd and seconded by Rakesh Chandran. Motion passed unanimously. Friendly amendment by Phil Banks that our contract with IMI is approved as long as Eric Gustafson remains our executive secretary. Motion passed unanimously.**

**Motion to come out of executive session by Scott Senseman and seconded by Greg Elmore at 4:48 pm. Motion passed unanimously.**

**Motion to adjourn made by Bryan Young at 4:50 pm and seconded by Bill Curran. Motion passed unanimously.**

WSSA Summer Board Meeting 2019

August 6, 2019

Blackhawk, CO

Meeting called to order at 7:32 am by Larry Steckel

Attending: Rob Richardson, Nick Steppig, Bryan Young, Greg Elmore, Anita Dille, Dawn Refsell, Bill Curran, Larry Steckel, Lee Van Wychen, Darrin Dodds, Francois Tardiff, Sarah Ward, John Byrd, Scott Senseman, Phil Banks, Rakesh Chandran, Mark Bernards, Marty Schraer, Eric Gustafson

**Harassment Policy Update/Discussion – Anita Dille:** Situation occurred at 2019 WSSA Annual Meeting in which a student felt harassed by a WSSA member. The WSSA Board of Directors led by Anita Dille is developing a code of conduct document for WSSA members. Anita Dille has communicated with Mark Bernards who indicated that WSSA MOP is lacking in language on code of conduct of WSSA members. A document from the Wildlife Society was provided by Eric Gustafson that could be used as a template for a WSSA code of conduct document. Further discussion was held regarding who to contact if someone feels harassed/threatened at a WSSA annual meeting. Additional discussion was held regarding how to handle a person who violates this policy as well as the victim. Mark Bernards has drafted language for a WSSA code of ethics. Documents will be provided from Mark Bernards via Google Documents and shared with the WSSA Board of Directors.

**MOP/Constitution Update – Mark Bernards:** Mark Bernards provided updated verbiage to the WSSA MOP – specifically 1.19 Executive Secretary; 2.3.1 CAST Representative; 2.3.2 APHIS TAG Representative; 4.1 Committee Structure; 4.1.1 Committee Membership; 4.1.2 General Committee Guidelines; 4.5 Research Priorities Committee; 4.9 Herbicide Resistant Plants Committee; 4.15 Professional Development and Membership Committee; 4.17 Terminology Committee; 4.22 In-Memorium Committee; 5.1.5 Selection Process for Positions Not Elected by the General Membership; 5.1.6 Selection Process for Editor Positions; 5.2.1 Time and Location of Annual Meeting; 5.2.7 No-show Authors; 5.7 Code of Ethics; 5.9 Whistle-Blower Policy (Sarbanes Oxley Act)

**Mark Bernards made motion to accept language to amend MOP 1.19 , 2.3.1, 2.3.2, 5.1.5, 5.1.6 as presented seconded by Scott Senseman. Motion passed unanimously.**

John Byrd departed – 9:15 am

Discussion on MOP’s 4.1.1 and 4.1.2.

**Mark Bernards made motion to accept language to amend MOP 4.1.1, 4.1.2 as presented seconded by Sarah Ward. Motion passed unanimously.**

Mark Bernards indicated that MOP 4.17 needs reconstructed and he will attempt to do so prior to fall 2019 conference call.

Discussion on MOP’s 4.5, 4.9, 4.15, and 4.22.

**Mark Bernards made motion to accept language to amend MOP 4.5, 4.9, 4.15, and 4.22 as presented seconded by Anita Dille. Motion passed unanimously.**

Discussion on MOP’s 5.2.1 and 5.2.7

**Mark Bernards made motion to accept language to amend MOP 5.2.1, 5.2.7, 5.7 as presented seconded by Sarah Ward. Motion passed unanimously.**

**Board Member Vacancies – Larry Steckel:** Completed via report from Anita Dille given below.

**Updated Committee List – Anita Dille:** Anita Dille discussed adding information to the WSSA website regarding committee charges, committee report structure, how to make funding requests for a committee, chair expectations, etc. Term limits were discussed for committee chairs. Typically, committee appointments are for three years; however, no language exists regarding re-appointment to a committee or chairing a committee. Anita Dille provided updated committee assignments, committee chairs, and WSSA Board of Directors liaisons to each committee.

**AAPCO Discussion – Scott Senseman:** Association of American Pesticide Control Officials. The WSSA Board of Directors has been requested to consider a liaison position with AAPCO. Discussion centered on type of interaction AAPCO is interested in pursuing with WSSA. Scott Senseman will communicate with AAPCO regarding interaction the group is interested in.

**WSSA Statement on Glyphosate – Scott Senseman:** Added verbiage suggested by WSSA Board of Directors on August 5, 2019.

**Motion by Mark Bernards to accept amended statements as presented. Seconded by Rakesh Chandran. Motion passed unanimously.**

**Dallas Peterson CAST Replacement Search – Scott Senseman:** Scott Senseman has identified potential candidates for this position and will present to WSSA Board of Directors at future date.

**New Business:** Eric Gustafson requested clarification on dates for WSSA Annual Meeting in Vancouver. Dates interested in are Feb. 7-10 and Feb. 21-24.

**Motion to accept Feb. 21-24, 2022 as official dates for 2022 Annual Meeting in Vancouver, BC by Phil Banks. Seconded by Francois Tardiff. Motion passed unanimously.**

Bill Curran requested a website update and indicated that he is unhappy with current state of WSSA website. Consensus was that Lauren Lazaro is the point of contact for modifications, etc. to website. Bill Curran suggested consideration of an outside entity to assist with website updates, modifications, etc. Other WSSA Board of Director members suggested a complete website redesign would be cost prohibitive.

**Mark Bernards made a motion charging the website committee with evaluating the current WSSA website as well as changes that should be made and ways to implement these changes seconded by Greg Elmore. Motion passed unanimously.**

Sarah Ward raised concerns that decisions have been made in the past regarding symposia selection for annual meetings without consultation of appropriate WSSA Board of Director personnel. Bill Curran stated that there is no training of new Board of Directors with regard to MOP procedures, etc. Historically, Joyce Lancaster would conduct training to new Board of Director members; however, this has not occurred recently.

**Old Business:** Phil Banks discussed cost sharing for upgrading website for title and abstract and title submission. Phil Banks questioned amount contributed by APMS and CWSS has not been clarified. Phil Banks suggested that if APMS and CWSS were to contribute, then amount from each society would be $1,666. Francois Tardiff indicated that CWSS has elected to go with a different vendor and will not use APEX services. Subsequent cost for NCWSS, SWSS, NEWSS, WSWS, and APMS would be approximately $2,000 per society. Rob Richardson will present to APMS.

Dawn Refsell asked regarding Herbicide Resistance Portal being worked on by Ramon Leon. Past minutes indicate money from WSSA has been invested in the HR Portal and no status update is known. Larry Steckel will communicate with Ramon Leon on the current status of the HR Portal. Questions regarding HR Portal involved disclaimer statement and who will provide updates to the HR Portal.

Lee Van Wychen inquired about listing on graduating students in WSSA newsletter. Nicholas Steppig delegated this to regional society GSO presidents for this information. This action is a work in progress. Board directed Nicholas that the target would be to publish names and affiliations of these students once per year.

**Date for October conference call – Monday October 28, 2019 – 1 pm – 3 pm CST.**

**Motion to adjourn made by Brian Young at 10:51 am and seconded by Greg Elmore. Motion passed unanimously.**