

Minutes of the WSSA Board of Directors Meeting

February 13, 2004

Westin Crown Center

Kansas City, MO

Meeting called to order by President-elect Carol Mallory-Smith at 7:30 am. Board members present: Carol Mallory-Smith, President-elect; Al Hamill, Past President; Dale Shaner, Vice-President; Reid Smeda, Treasurer; Horace Skip Skipper, Constitution and Operating Procedures Chair; Mike Foley, Director of Publications; Steve Dewey, Member-at-Large; John Jachetta, Member-at-Large; Jim Kells, Member-at-Large; Phil Westra, Member-at-Large; Jeff Derr, NEWSS representative; Tim Murphy, SWSS representative; Greg MacDonald, APMS Representative; Roger Becker, NCWSS representative; Nelroy Jackson, WSWs representative; John O'Donovan, CWSS representative; Cody Gray, Graduate Student Representative; Gerry Stephenson, Director of Education; Rob Hedberg, Director of Science Policy; Joyce Lancaster, Executive Secretary; and Don Morishita, Secretary. Also attending was Rhonda Green, Meeting Manager.

1. Agenda additions and changes- Carol announced some minor changes. Hedberg and Westra added items to research committee. Stephenson added item to Director of Education, Kells added item to History report.

2. Summer board meeting date- Meeting will be July 24 and 25 in Honolulu. Will include strategic plan discussion. Green confirmed hotel meeting for July 23-25. Meeting will begin morning of July 24.

3. W2 Local Arrangements Committee- Review of 2004 meeting- Several Board members reported on their observations and comments received from members during the meeting. Observations and comments included: projection screens were too low in some rooms, screen size was too small for larger meeting rooms, audio/visual people need to be available at all times, some rooms did not have enough chairs available, need to include who chair-elect are for different sections in program, make sure metric system is used by all presenters and trade names not be used in presentations, a request to have weed names included in the program index, problem with a cable resulting in loss of signal between computer and projector, and spouses room needed.

2005 Meeting- discussed next year's meeting. It was reported that meeting rooms in Honolulu will be larger area.

Mallory-Smith wants to have more symposia and fewer papers with afternoons for discussion sessions. Feedback from the Board followed. Shaner: some people do not want to abandon 15 min talks. Jackson: some like the idea of grouping papers together followed by time for discussions. This could be way of getting more discussions. MacDonald: will this cause problems for people wanting to give papers? Mallory-Smith: moderator could receive request for papers and decide if it will be an oral presentation or poster. This is done at IWSS meeting. Shaner: received comments on proceedings on CD. Some did not like it at all. Is there way to make a hard copy available? Foley: may be some avenue to have a hard copy available. Need to give people opportunity to print off hard copy ahead of time either by getting CD out before the meeting or posting the proceedings on the Internet. Shaner: drawback is having to compress time to get this done before the meeting. How difficult is to post the proceedings? Hamill: there are probably a wide range of people who like the CD or hard copy. Foley: it would be cost prohibitive to provide both. Lancaster: part of work involved is editing abstracts and numbering abstracts. Cost should not be too high. Mallory-Smith: before we change submission date,

need to talk to Donn Thill and Robert Kremer about this.

Note: Derr proposed changing abstract submission date from September 10 to October 10 at the February 8-9 Board meeting. Decision was delayed to this meeting.

Further discussion of program format- people generally like idea of having longer papers with discussion. Drawback is not having times for graduate students to present papers. Murphy: SWSS is going to longer times (20-30 minutes) followed by discussion. Smeda: section chair will be responsible to mesh the talks to match up with 15 minute presentations. How many papers will we lose by going from 15 to 20 minutes? Morishita: why can't we have 15 minute papers with discussion? Why do they have to be 20 or 30 minutes for discussion? Stephenson: at other meetings poster presentations can also be presented as short oral presentations. The section chairs review submitted posters then select some to be in a discussion. Posters of same topic are placed in a smaller room with chairs for discussion. Green: one drawback is that commercial posters are left out. Hamill: currently, posters are placed in sections of topics to have all the biocontrol in one area. MacDonald: suggest Carol make up a format and send it out to the program committee. Murphy: HI meeting will likely be bigger, thus we need to keep in mind the increase in attendees. Gray: thinks graduate students generally prefer to give oral presentations than poster. Dewey: likes having 15 minute presentations because of the diversity in topics presented.

4. F2 Finance Committee- (Smeda) Cash account management. Jim Ballinger, AG Edwards, presented finance information to the committee. Currently, Ballinger thinks more money is held in liquid assets or cash than is necessary. He suggests keeping about \$80k in cash account. The Finance Committee recommended that WSSA have \$80k in cash account and keep other funds in short-term investments that are accessible if needed.

Jackson moved and Shaner seconded motion to reduce cash balance in our general fund to \$80k.

Discussion- funds would be split between fixed income bonds and equities, or WSSA can recommend to AG Edwards how money is to be invested. Smeda: suggested putting it in different short-term (1 to 2 year bonds) to make sure the money is accessible. Bonds could be GNMA's (Ginnie Maes). Ballinger has guidelines from WSSA that he follows. *Motion carried.*

General fund asset diversification. Ballinger felt we need to diversify assets in our general fund. Much of this money is invested in individual stocks. Recommends we decrease our risk by investing in mutual funds, in addition to individual stocks. WSSA guidelines allow him to do this, but he wanted WSSA input. Drawback to this is paying an additional fee for managing the mutual fund. Jachetta: if we invest in mutual funds, why do we need Ballinger? Hedberg: if we allow Ballinger to do this, we should establish some boundaries or guidelines for how much we are willing to pay in commission fees. Hamill: we should put trust in Jim Ballinger and allow him to have the freedom to make these decisions for the WSSA.

Graduate Student support for IWSS meeting. The Executive Committee gave permission to give \$10k to IWSS for supporting graduate student attendance to the 2005 meeting. Finance Committee felt that EC did not follow the correct procedure and should have consulted or informed the Finance Committee. Derr: has the entire Board approved the contribution of the money? Feels entire board should be able to decide on this rather than just the EC. Hamill: recognized this issue and expressed his appreciation for Derr's comments. Also, suggested that the minutes from the conference call should be sent to Board ASAP after the call.

Budget draft for 2004. Finance Committee was presented with information from previous year. Committee reviewed budget requests for 2004. Calendar committee requested \$6k. \$4k was previous

year request. The calendar has not made any money for the WSSA. Finance Committee is recommending not granting budget request for the calendar. Hedberg: has used the calendar to hand out in Washington, D.C. It is a good way to keep the WSSA in front of people. MacDonald: felt that the calendar is useful and although we have lost money on this, its value in keeping the WSSA name in front of people is worth the cost. Jackson: sees this as a potential marketing tool. We could give one to every US legislator. Smeda: if this is the case, the calendar needs to be out before February. Jachetta: should we have 500 copies that will be given away and not sold? Hamill: felt that calendars could be considered as a promotional item and to think of this as an investment.

Jackson moved and Westra seconded motion to continue publishing the calendar and make it available in September as requested by the Calendar committee. Discussion- Smeda: how many should we publish? Derr: another way to invest this money is to put together a brochure or fact sheet of key invasive weeds. Thinks this will be better to promote invasive weed awareness. Hedberg: can get fact sheets from many different states. Thinks a calendar will be more visible. Kells: calendar was created for our own members. If we are using it for promotion, need to customize it for the purpose of bringing awareness of weeds. Dewey: is there another design or format of calendar rather than a hanging calendar that could be used, such as a poster or something else. Foley: should we write the entire cost off and make the calendars available to give away to key people? *Motion carried. Two opposed.*

Undergraduate Research Award funding. Finance Committee expressed concern that Undergraduate Research Award is underfunded. Historically, funds for this award has come from the Endowment Fund. Finance Committee requests finding a more stable way of providing funds annually for this. Smeda and Ballinger looked into possibility of putting interest from funds accrued in better years in a place for use in lean years. This would create a more stable funding mechanism for the URA. Mallory-Smith: the Endowment Fund was changed to do this several years ago. Smeda: Ballinger has been putting cash left in the money market account into bonds. Once this goes into bonds, it becomes the principal, which cannot be touched. Currently, 8% of money in Endowment Fund is available as cash. As of February 2, 2004, the Endowment Fund has over \$200k.

F3 Endowment Committee- (Smeda) This committee requests that WSSA continue contributing to the Intel Science Fair. Finance Committee recommends that WSSA not continue funding the ISF, and that the money should be used for the URA, and that extra money be placed in savings that could be accessible in lean years.

Kells moved and Jackson seconded motion to continue supporting the Intel Science Fair. Discussion: Derr: what is the benefit of continued support? Kells: HS students learn that there is a weed science discipline and sees an indirect benefit, but does not think there is a way to see a direct benefit. *Motion carried.*

Endowment Fund requests \$4k be made available to print brochures for contributing to the WSSA. Finance Committee recommended not doing that. The Board recommended against it. If graduate students come forward with a funding request, should funds be made available? Finance Committee suggests that graduate student association be able to use funds for developing programs for graduate students. Finance Committee recommends not provide funds to graduate students for discounted meeting attendance, but give them the opportunity to apply for symposia funds.

Smeda moved and Foley seconded motion to go into Executive session. Motion carried.

Murphy moved and Hamill seconded motion to end Executive Session. Motion carried.

Flora ID Northwest request- Board discussed tabled motion regarding the agreement with Flora ID Northwest. Lancaster explained AM&M cost to handle and market the CD would be \$3 per CD. WSSA would still receive 25% of derived revenue.

Note: During discussion of Flora ID Northwest contract, Majek moved and Westra seconded motion to sign agreement. Smeda moved and Mallory-Smith seconded motion to table the discussion until Friday Board meeting.

Foley moved and Westra seconded motion to untable the motion. Motion carried.

Motion presented by Majek and seconded by Westra to sign agreement failed.

Foley moved and Westra seconded a motion to authorize President Thill to negotiate and enter into a contract with Flora ID Northwest for the WSSA. Motion carried.

Foley moved and Becker seconded motion to accept the 2004 draft budget as presented to the Board. Motion carried.

Meeting recessed at 11:00 am and reconvened at 11:15 am.

5. F5 Sustaining Membership Committee- no new report

6. Web Site Committee (new)- (Stephenson) Shawn Askew is new chair and will request to be replaced as the Calendar Committee Chair. Other committee members are: Steve Dewey, Anita Dille, Gerry Stephenson (ex. off.), Anthony DiTommaso, Larry Lass (ex. off), Roger Becker, and David Pike (ex. off). Discussed needed changes to WSSA web site and methods to achieve those changes. Currently developing an email survey to address immediate changes to make web site more user friendly. Also designing infrastructure for information exchange and methods to retrieve information from various sources within the Society.

7. W5 Education Committee- (Stephenson) Tony DiTomasso will have a meeting in March. Will provide grant proposal for interactive education for students. Stephenson: Director of Education position needs more definition. Has attended committee meetings and roundtable discussion. Can serve as liaison to educational activities. Cannot attend 2005 meeting because of scheduling conflict. (Additional information in Addendum to Minutes below)

8. E1 Liaison Committee- (Stephenson) Jill Schroeder wants topics from WSSA members on topics for CAST papers.

9. E2 Washington Liaison Committee- Hedberg handed out draft of statement to NRI identifying WSSA research priorities on the biology of weedy and invasive plants. Asked for comments on draft. Mallory-Smith: asked for timeline. Hedberg: wants to get it to NRI by 2/20. Foley: expressed concerns about "mission oriented research" and the list of weed examples on the draft. Hedberg: wanted to list some specific examples. For short-time turnaround issues like this draft, he has relied on regional society presidents input.

Kells moved to have board authorize president to work with Hedberg to finalize the research priorities for NRI document. Seconded by Derr. Motion carried.

Hedberg asked for input from other board members too.

10. E4 Federal & Noxious Invasive Weeds Committee- (Shaner) John Lydon would like to work with Joyce Lancaster to identify WSSA members who work in invasive weeds. He would work with Center for Invasive Plant Management to develop this list. Jachetta: F&NIWC requests the Board to support EPA policy regarding how weeds are managed around endangered species and how endangered species are protected from invasive weed with proper herbicide use. Would like Board to request to NEWSS to include people from this committee and this would be a good idea for these people to attend, since the meeting is in Washington, DC.

Jachetta moved to have WSSA propose to offer to EPA our expertise as a component of our comments. Seconded by Derr. Discussion- Jachetta: would like to have Hedberg involved in this process. *Motion carried.*

11. E11 Weed Loss Committee- (Kells) committee wants endorsement from Board to support an electronic version of weed loss information. This committee compiles information on losses due to weeds. Committee wants to see if they can get grants to do this survey.

12. E12 Herbicide Resistant Plant Committee- (Jachetta) discussed a standardized list of terms used for herbicide resistant management.

13. F8 International Affairs Committee- (Westra) met with committee (Forcella chair). Several requests were made by this committee and include: 1. Approve non-institutional subscription rate for libraries in developing countries; 2. For WSSA members who pay full fees, but elect not to receive *Weed Science* or *Weed Technology*, the IAC requests allowing this committee select needy libraries to which these journals can be sent. Committee also request giving members opportunity to select on annual membership form to make this donation if desired; 3. Approve reduced rate subscription (\$100) for "electronic access only" to journals by needy libraries; 4. Use T-shirt fund for subscriptions to needy institutions, and allow donations to this fund ear-marked for subscriptions. 5. Once an honorary member is selected, need to notify IAC. This committee will facilitate social activities of honoree, if necessary and as appropriate; 6. With consent of honorary member, IAC will organize a mini-symposium centered on the honoree's work and/or country. Committee asks for \$1000 to facilitate the mini-symposium. Discussion- Profit from T-shirt sales was only about \$100 to 200. These funds were put into the Endowment Fund. Hamill: Board voted at summer Board meeting to give the \$200 or so to the IAC. Smeda: it is difficult to keep track of all these funds. We should develop some mechanism to keep track of this money and put a time limit to how long they have to use the money. Board was not supportive of providing additional funds. With regard to donation of journals, old and new, the board discussed various issues.

14. F4 Membership and Affiliation Committee- (Westra) nobody showed up for the meeting. Mallory-Smith: Board will need work on this to make this an active committee.

15. P8 Newsletter Committee- (Kells) David Shaw is ready to go with electronic only issue next October. Would like to include announcements in the next two newsletters with emails to members notifying them of newsletter, postcard to members without Internet address. Committee recommends Board accept this notification and give okay to making this change.

Derr moved and motion was seconded to go to electronic version only in October and notify members without email address to be notified one time that the newsletter is available on the net. Motion

carried.

16. P1 Publications Board- (Foley) Committee wants to become involved with the Plant Management Network sponsored by APS to have tie-ins to their web site. This would entail minor in-kind costs. WSSA has their logo on the APS web site. Recommends WSSA participate in this agreement.

Foley moved and Westra seconded motion to have board approve WSSA participation in the plant management network. Motion carried.

Publications Board would also like to increase publishing *Weed Technology* from 4 to 6 issues per year. Submissions to *Weed Technology* has increased the past few years. This would help alleviate the backlog of manuscripts. Cost of publishing would increase. Another way of speeding up availability of articles is to post them on the net as pdf files. However, reprints help defray the publishing costs. Purchasing reprints is not optional, but receiving reprints is.

Kells moved and Jackson seconded motion to go to 6 Weed Technology issues per year. Motion failed.

An electronic journal dealing with invasive species is going to be proposed by Lars Anderson and Joe DiTomasso.

Publications Board recommended next Herbicide Handbook be published as a CD. Skipper: why not DVD? Foley: Possibly, older computers may not read DVD.

Foley: obtaining new ISSN for electronic versions of our journals. Working with Allen Press and Bio-One to acquire a digital object identifier code (DOI) to enable searching for articles on the net.

Foley proposed a pay per view for \$300 to make articles available on the net.

Foley moved and Westra seconded motion to setup a pay-per-view account for Weed Science and Weed Technology through Allen Press. Motion carried.

Foley recommended declining prepublication viewing option and online banner ads.

Publications Board recommended name change for *Weed Technology* to *Weed and Invasive Plant Management* or *Weed Management*.

17. P22 Terminology Committee- (MacDonald) reported that this will be on the Internet soon.

18. P23 Computer Applications- Hamill: committee will continue to exist.

19. W3 Awards Parent Committee- (Skipper) Syngenta will give trip to Dr. Rhodes for his award. Neil Harker is new chair of APC. Planning to have nominations come to sub-committee chairs as pdf files or immediately changed to pdf files to prevent any alterations of submissions. Outstanding Young Weed Scientist Award name was changed two years ago and should be recognized as the Early Career Weed Scientist Award. Harker also asked for input regarding other kinds of awards, such as team awards, outreach awards, etc.

20. W4 Biology of Weeds- (Derr) Rob Gallagher, chair is tentatively proposing two symposia for next year; Seed loss and predation (Anita Dille, chair), and impacts of invasive species (Bruce Maxwell, chair). A complaint received on the volunteered symposium was not that it was not advertised enough. Weed biology section prefers not having all of their program on one day or scheduled so close together. Some frustration with the web site, i.e. not enough information on the web site about weed biology.

21. W6 Nominating Committee- no new report

22. W7 Strategic Planning Committee- no new report

23. W10 Constitution and Operating Procedures Committee- (Skipper) has converted MOP to Word format. Size has increased from 53 to 83 pages. Skipper: with poor attendance of committee group meetings, should these be continued? From group, it should continue.

24. W13 Weed Alert Committee- (Derr) considered requesting merging this committee with Noxious Weeds Committee, but decided not to. Would like to include invasive weeds in XID program. Also would like to have early detection of weeds on the web site.

25. W15 Formulations, Adjuvants, and Application Technology Committee- no new report

26. W16 Biological Control of Weeds Committee- (Shaner) received suggestion to not schedule biocontrol papers on top of each other.

27. W17 Integrated Weed Management Committee- no new report

28. W19 Resolutions Committee- no new report

29. W20 Sustainable Agriculture Committee- no new report

30. S58 Graduate Student Activities Committee- (Gray) over 50 of 80 graduate students attended Town Hall Meeting. Brought in Jim Ballinger, AGE, for Q&A. Students really liked it. For HI, would like to have a graduate student symposium, with no added expense to WSSA, keep Town Hall meeting and possibly have a panel discussion. Asked for support from Board. Has done this at SWSS and have had high attendance. Symposium ideas- resume writing, writing, time management, statistics, etc. Proposed to Board- formal recognition of Graduate Student Organization. Board decided to establish a Special Committee of the graduate student organization. Discussion followed concerning voting privileges and support of travel to summer board meeting and the annual meeting.

Skipper moved and Shaner seconded motion to recognize the GSO as a special committee and they would redraft a proposal regarding membership and present it to the board, and travel funds will be provided to the representative to attend the summer meeting. Motion carried.

31. S56 Biotechnology Committee- This committee has been dissolved. Will become a sub-committee of or inculcated into the Research Committee. Westra: Gave report from committee. Dr. Jan Leach from APS regarding need to have a process of carrying forward biotech initiatives. Would like WSSA board to support initiative to gather information on weeds that may be sequenced. Also would like WSSA support development of a workshop.

32. W11 Extension Committee- no new report

33. W8 History Committee- (Becker) Appleby provided a draft copy of the *History of the WSSA* to the WSSA. Draft will be reviewed by Jean Dawson, Phil Upchurch or Will Carpenter. Committee suggested making 2000 copies and got a \$6 per copy quote from Allen Press for a softback cover. Committee wants feedback from Board. History committee currently has \$1500 for archives.

Hamill moved and Smeda seconded motion to support the publication of this book and asked committee to get a price and financial information on 750 copies of a softcover book. Motion carried.

History of Weed Science- F.L. Timmons published weed science history up to 1970. Appleby has offered to do an update from 1970 to present for history of weed science. Committee also proposed to reprint the history article. Foley: Bob Blackshaw and he are not excited about republishing an article, although the sequel is welcome.

34. S54 50th Anniversary Committee- (Becker) Chair is still needed for this committee. Mike Chandler, Bob Parker, and Will Carpenter have volunteered to serve as committee members.

35. President's Breakfast- Hamill: met with presidents and/or regional representative from each Society. Had an active discussion. Regionals are not willing to fold into one large organization. Many ideas were discussed on how one regional organization might work with another regional organization. Suggested to not wait until next year. Regional representatives should get together before next year. Jill Schroeder is very interested in this, as CAST representative. How could the WSSA support something like this, such as sending a couple of representatives to attend a meeting.

36. Old Business- changing submission date. This will be discussed with Thill.

37. New Business- Jachetta: Presented idea for Regulatory Section to have a discussion session at next year's meeting. Mallory-Smith: provide her with more information as she develops 2005 program. Smeda asked about the possibility of one-day fee for attending portions of the annual meeting. This was related to undergraduate students or others interested in attending a symposium or some other portion of the annual meeting. Is there a way to pay a one-day fee for those who are interested? Lancaster: two or three years ago, a one day registration was provided, but only one person attended so it was dropped. If this is taken up again, then the rate should be decided at the summer board meeting.

Lifetime memberships- a foreign member asked if it was possible to buy a lifetime membership. Mallory-Smith: suggested that this is something to be investigated by the Membership Committee. Murphy moved and Hamill seconded motion to adjourn. Motion carried. Meeting adjourned at 3:30 pm.

Action Items

Action: Rhonda Green will make hotel reservations and will ask in email for arrival dates. Each Board member is to book their own airline reservations.

Action: Mallory-Smith will make sure presenters are given instructions for preparing their presentations, arrange to have a spouses room, consider buying remote controls for all projectors, make sure backups are available in case computers or projectors have problems, and have moderators make sure each presentation projects properly.

Action: Mallory-Smith- need to try scheduling committee meetings so they do not run at same time as meeting is taking place. Committee chairs need to make sure they request time and date for their meetings.

Action: Thill will need to consider how changing submission date could affect the ability to provide a hard copy of the abstracts or posting it on the WSSA web site.

Action: Program committee will take these suggestions and questions under consideration.

Action: Morishita- minutes from EC conference calls shall be sent to entire Board following every call.

Action: Mallory-Smith assign new Calendar Committee Chair