WSWS Officer and Committee Report
2019 Summer Board Meeting – Denver, CO
August 5, 6, 2019

Office or Committee Name: Finance
Officer or Chairperson Name: Phil Banks
Date of Preparation (include year): July 29, 2019

Activities during the year:
The committee met during the annual meeting in Denver and reviewed the current investment strategy and discussed possible changes to the WSWS Constitution regarding the separation of the current duties of the Business Manager that include Treasurer. We recommended a new office of Treasurer. We think that the elected Treasurer, who would be Chair of the Finance Committee, would provide regular oversite of the financial activity of the Society. Wording for this Constitutional amendment is attached as well as the Treasurer duties and revised Finance Committee Operating Guide.

Below is the current, June 2019 Financial Status of WSWS:

Current Assets Bank Accounts	
10000 American Heritage Bank – 520	17,757.24
10100 American Heritage Bank - MM-748	82,024.19
10200 AHB -CD#3 -10/14/22	25,463.95
10300 AHB CD#4 - 10/14/20	25,351.23
10400 AHB CD#5 - 10/14/19	25,477.26
10500 AHB CD#6 - 10/14/20	25,603.60
10600 AHB CD#7 - 10/14/21	25,730.26
10700 RBC Wealth Management	197,866.96
Total Assets	**$425,274.69**
LIABILITIES AND EQUITY	
Equity	
30000 Opening Balance Equity	484,064.76
32000 Retained Earnings	4,755.64
Net Income	-63,545.71
Total Equity	$425,274.69
TOTAL LIABILITIES AND EQUITY	**$425,274.6**

The RBC Wealth Management investments are held as follows:
The current Asset Allocation:
5.33% Cash
28.96% Bonds and bank C.D.'s
10.30% Stock
16.41% Global Futures
39.00% Hedging

$186,713 12-31-18 Value
$198,025 7-26-19 Value
+$11,312 +6.33%
Here are comments by Stan Cooper our financial advisor with RBC:
"*At this point I don't see any compelling reasons to make any changes. In December one of the C.D.'s will mature which will allow us to reassess and possibly make some changes at that time. We don't have a lot of exposure to the stock markets and we do have enough hedging positions that should offset any downturn.*
With regard to the markets, there is currently an unusual amount of uncertainty. The stock markets are again near all-time highs which should imply that caution is in order. It seems also that the Fed is about to cut interest rates which usually means the economy is weakening, a negative, but a rate cut is usually followed by a run up in the stock market, which doesn't make sense to most people. But this time around there is concern that cutting rates will be a mistake. (See the articles that will follow.) So, I just don't know what to think about the almost certain rate cut as it relates to the markets but I do know that lower interest rates will hurt all of us who are trying to save for retirement."

Recommendations for Board Action: list any proposed actions here.
See proposed Constitutional Amendment, Duties of the Treasurer, and Operation Guide for Treasurer. The Board needs to approve, and a vote of membership is needed at the upcoming meeting in 2020.
Also, since WSWS is holding a joint meeting with WSSA, our cash flow from now until after the meeting will be much lower than normal for the year. It is possible that CD #5 ($25,477.26) at American Heritage that matures on October 14 this year, could be moved into checking to cover our operating expenses for the year, even though there is over $82,000 in our money market account. The Business Manager needs to be sure that when CDs mature at American Heritage, if they are not needed for operating expenses, they be renewed for a 5-year term. The previous Business Manager prior to Eric Gustafson did not do this.

Budget Needs: None

Name of Person Preparing This Report: Phil Banks

Proposed Changes to the Constitution (noted in bold and italicized)

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ARTICLE IV- OFFICERS AND BOARD OF DIRECTORS

Section 1. The officers of the Society shall be:

(1) President
(2) President-Elect who serves as Program Chairperson
(3) Secretary
(4) Treasurer

Section 2. The Board of Directors shall be composed of:

(1) President
(2) President-Elect
(3) Secretary
(4) Treasurer
(***5***) Immediate Past-President
(***6***) Representative to WSSA
(***7***) Chairperson of the Research Section
(***8***) Chairperson of the Education and Regulatory Section
(***9***) Member-at-Large – public sector
(***10***) Member-at-Large – private sector
(***11***) Representative to CAST
(***12***) Student Liaison Chairperson

Non-voting Board members:

(***13***) Chairperson-Elect of the Research Section
(***14***) Chairperson-Elect of the Education and Regulatory Section
(***15***) Treasurer/Business Manager
(***16***) Representative for Constitution and Operating Procedures
(***17***) Student Liaison Chair-elect

Section 3. The President, President-Elect, ***~~and~~*** Secretary, ***and Treasurer*** shall begin their duties at the close of the regular business meeting at which they are installed and shall remain in office until the close of the next regular Society business meeting at the end of their respective terms. Other members of the Board of Directors shall begin their term at the close of the meeting at which they are installed, except the Representatives to WSSA and CAST whose term is described in ARTICLE IV, Section 5 and 7 of the Constitution.

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Section 6. The Board of Directors shall appoint a ~~***Treasurer***~~ Business Manager to serve as they may direct.

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ARTICLE VI - ELECTION OF OFFICERS

Section 1. The Nominating Committee shall be appointed by the President, with the advice and consent of the Board of Directors. They shall present their nominations for each office to be filled to the Board of Directors for approval before presenting the nominees to the membership for election by ballot. No member's name shall be placed on the ballot without the member's consent. All candidates for office shall be selected from the Society membership and shall be elected by the majority of the members voting. In case of a tie vote, the winner shall be determined by flip of a coin in the presence of both nominees or their representatives at a meeting of the Board of Directors.

Section 2. The terms of office shall be as follows: The officer moving through the office of President-Elect, President, and Immediate Past-President shall be a member of the Board of Directors for a three-year term; the Secretary shall serve a two-year term***; the Treasurer shall serve a two-year term (and preferably have served on the Finance Committee in the past).***

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Section 2. The Program Committee shall consist of the President-Elect as Chairperson, the two Section Chairpersons, and such other members appointed by the Program Committee Chairperson as required to give all phases of weed science adequate representation.

Section 3. The Finance Committee shall consist of ~~a~~ ***the Treasurer serving as*** Chairperson and ~~two~~ ***three*** members. Terms ~~***of office of this***~~ ***for*** committee ***membership*** shall be three years, established to expire alternately so that at least two members continue over each year. ~~***The member serving his/her second year of the term shall serve as Chairperson.***~~

ARTICLE II - DUTIES OF ~~***TREASURER***~~ BUSINESS MANAGER

Section 1. The ~~***Treasurer***~~ Business Manager will receive, manage and disperse monies of the Society in accordance with prescribed policies and instructions of the Board of Directors, maintain financial records and records of property, prepare records for ~~annual~~ ***quarterly review*** ~~***audit***~~ and meeting with ~~***designated auditors***~~ ***the Finance Committee***, maintain supplies of Proceedings and Research Progress Reports, receive and fill orders for above publications and collect payment for same, maintain standing orders and mailing lists for distribution of publications, and arrange for, and consummate publications for the Society. The Business Manager may be financially compensated for services rendered as decided by majority vote of the Board of Directors.

TREASURER

The Treasurer:

1. Provides oversite of the Business Manager related to the financial transactions of the Society and serves as Chairperson of the Finance Committee.
2. Schedules quarterly meetings or teleconference calls with the Finance Committee and the Business Manager to review financial transactions of the Society.
3. Provides a financial report to the Board of Directors prior to the summer Board meeting and prior to the annual meeting.

TIME SCHEDULE – TREASURER

Schedule quarterly meeting or teleconference calls with the Finance Committee.

1. April 15
2. July 15
3. October 15
4. January 15

Late-July: Provide a report to the summer Board of Directors' meeting

Mid-February: Contact the Program Chair and Business Manage to schedule a time and place to hold a committee meeting during the annual meeting in March.

Early March: Provide a report to the Board of Directors prior to the annual meeting.

FINANCE COMMITTEE

The Finance Committee is comprised of three members and ***the Treasurer who serves as ~~the second year member will be~~*** Chairperson. Board of Directors contact is the ***~~Member-at-Large, Public Sector~~ Treasurer***.

The Finance Committee shall:

1. ***~~Audit~~ Review*** the financial records and records of property of the Society ***~~each year~~ on a quarterly basis. The Chairperson will schedule the quarterly meetings or teleconference calls. The Business Manager will provide the Chair with the financial records prior to the calls***.
2. Act in an advisory capacity to the Board of Directors ***and Business Manager*** on matters of unusual expenditure.
3. Analyze the financial situation of the Society and develop a long-range financial plan. A professional financial advisor service may be consulted to develop and implement such a financial plan.
4. Oversee the Society's investment portfolio.
5. The WSWS investment policy guidelines allow the investment portfolio to be as much as 100% in bonds/cash and no more than 65% in stocks (July 2008). The Finance Committee shall regularly consult with the financial advisor and seek recommendations to protect the Society's investment portfolio. The Finance Committee shall justify and may approve to facilitate necessary adjustments to protect the Society's investment portfolio.
6. The WSWS should maintain a financial reserve equal to two years of operating costs of the Society. This will be based upon the average of the two previous years. ***~~The operating costs of the Society will be calculated by adding the expenses incurred for the business manager salary, WSSA Director of Science Policy, CAST membership dues, and expenses for running the annual meeting.~~***
7. Report to the membership the results of the audit and financial status of the Society at the annual business meeting and provide a written report for the annual meeting proceedings.
8. Revise the operating guide, if needed, and forward changes to Constitution and Operating Guide Representative before the annual meeting so the board can vote on changes.
9. Forward all records, including the Operating Guide, to the new chairperson within six weeks after the annual meeting.