WSWS Officer and Committee Report
2017 Summer BOD Meeting
Secretary – Minutes from BOD 3-4Aug2017

Attendee Name	Charlie Hicks
Tara Steinke	Dirk Baker
Andrew Kniss	Travis Bean
D. Chad Cummings	Brian Schutte
Marty Schraer	Kirk Howatt
Clint Beiermann	
Caio Brunharo	
Lyn Sosnoskie	
Brad Hansen	
Tim Miller	
Monte Anderson	

Meeting called to order at 12:36 pm, 3 Aug 2017

- **Brad Hansen Moved to accept spring BOD minutes**
  - **Charlie Hicks 2nd;**
  - **All in favor – unanimous approval; motion passed**
- **Business Manager Report - Steinke**
  - Report is located on the website as of the meeting
  - Making a transition from Quicken to QuickBooks for finances
  - 30Jun17 - $467,728.60 total assests
    - WoW – 8,347.54
    - Money Market – 101,151.16
    - In checking – 33,441.28
  - Hawaii 2020 possibility may be somewhat expensive for hotels
    - Lowest quote is $289/night for rooms
  - Rita Beard Endowment
    - $45,000 in Money Market
    - 5,444.18 in checking
  - Meeting App for 2018 meeting and beyond – discussion on possibility
    - Discussed doing both a paper program and an app for a few years to make sure everyone had the information and got accustomed to an app

PERSONAL AND CONFIDENTIAL

        - $3,000 for license and each society has to have one
        - Discussed charging $3-5 to have program mailed prior to meeting – dissuade continued reliance and cover shipping costs
    - Other ideas for membership and website that would be cheaper than the $4,000/year for the current system
        - Current System set a $1,000 per quarter of the year
- **Presidents Report – Anderson**
    - Report is online at the time of the meeting
    - WSWS Publications
        - Proceedings – McCloskey
            - Can continue on 1 additional year after the 3 year term
        - Progress Report – Rauch
            - Can continue through 2019 for sure
                - May discontinue publishing this report after that due to low inclusion numbers
        - WSWS Newsletter – Libbey
            - Can continue through 2019
        - What can we do about Proceedings completion timelines
            - Efforts have been made to encourage timeliness, but to no avail
    - We need improvements for working with Krueger's software for handling meetings
        - Would take $400 from WSWS to make improvements
            - Andrew Kniss moved to approve the $400 needed to make improvements on website (Krueger and WSSA)
            - Dirk Baker 2nd; Vote – unanimous yes; motion passed
- **President Elect/Program Chair – Kniss**
    - Report is online at the time of the meeting
    - Welcome to Lyn Sosnoskie – Member-at-large
    - 2 symposium proposals – R and Lessons on learning
    - Proceeding with pursuing an ad hoc committee on diversity and inclusion – Lynn will be liaison on the D&I committee
    - Considering for general sessions in Anaheim
        - Native lands and acknowledgement of work therein
        - Disney – Botany and land management
        - USGS – Big earthquake
        - Fire Restoration and Weed Ecology/weed control
    - Discussion on programs and apps and what to do with mailing of programs for annual meeting

PERSONAL AND CONFIDENTIAL

- Brad Hansen moved to discontinue mailing out the program unless requested (cut down on costs) - we will have programs at the meeting
  - 2nd by Marty Schraer; Vote: unanimous yes; motion passed
- Dirk Baker moved to approve the $3,000 for mobile app
  - Marty Schraer 2nd; vote: unanimous yes; some discussion
  - Discussion
    - Could drop cost of app if 3 meetings will use app.
    - App vs. written program
      - $1200 to print program
      - $400 to mail out

- **Past President Report – Howatt**
  - Report online at the time of meeting
  - Contacted several committees, award winners
  - Nominations committee contact – to get ballot by this meeting
- **Research Section Report – Hansen**
  - No report online at the time of the meeting
  - Not much contact to date with committee chairs
  - All section chairs are accounted for and placed for 2018 meetings
  - Projectors will be attained – plan to have extras in place as well
- **Education and Regulatory Chair – Baker**
  - Symposia submissions
    - R for Weed Science
      - Lenhoff – 30 min
      - Kniss – 30 min
      - Baker – 30 min
    - Lessons from Learning Sessions
      - Schutte – Overview of format and purpose
      - Each location provide a summary of what happened and what comes next
    - $1500 for symposia – each one
    - Survey or poll to ask members about the use and getting state/local CEU certification credits
      - Do we keep pursuing this or is it needed
    - Symposia ideas are solicited quite often and may not be necessary every year (not enough to make sessions)
    - Go forward with the Lessons from the Learnings for sure, and also with the R symposium if it works out
- **Member at Large – Sosnoskie**
  - No report online or at the meeting

- **Member at Large – Hicks**
  - No report online at the time of the meeting
  - Easels and poster boards being kept at the CSU lab – keeping until the Denver meeting in 2019
    - They are in good shape
    - Nissen has control of them
- **WSSA Rep – Schraer**
  - No report online at the time of the meeting
  - Comments and discussion about the meeting app
  - Subcommittee for herbicide off-target movement
  - WSSA meeting attendance and annual membership
    - $650 – meeting and membership
    - Up some $200 from last year
  - What do we do about HI in 2020
    - Phil Banks would be a good place to start to find out how much we need to make at a meeting (i.e. if HI is feasible)
    - WSSA will be going with or without WSWS, but they would like us to attend (happy to move their dates to make it fit)
  - 2020 HI contest considerations – student contests are posters only
    - Students from WSWS will be competing against seasoned presentations
    - May need to have separate contests
  - 2020 HI – all projects in WSWS meeting are accounted for by sections at WSSA
    - R&P and Natural Areas would wrap into non-crop and forests
  - Program Chair (WSSA) for a 2020 meeting has not been elected yet, but we would need to work with them to make sure items are included
  - ***Considerations for Joint Meeting with WSSA – List of Non-negotiable meeting items***
    1. Student auction
    2. Student night out
    3. Discussion sessions within each project
    4. What's New in the Industry?
    5. Lunch time awards banquet
    6. Retirees reception
    7. Fellows and Honorary Members
    8. Student Luncheon and Reception
  - Side Note – WSSA numbers for 2020 HI will be negotiated based on with or without WSWS attendance
    - Food and beverage rates will change

PERSONAL AND CONFIDENTIAL

        - Room rates may vary
    - Joint meetings in the past – WSSA 2 times, CWSS
    - Additional discussion and decision located in **old business** on pages 8 and 9

- **Student Liaison - Brunharo**
    - Report online at the time of the meeting
    - Questions addressed on survey
        - Why so few scholarship apps for travel award?
        - Would the students like to go out with multiple sectors or just one? – split 50/50
        - Student luncheon and reception
    - $4,103.50 raised for student awards from the auction
        - Keep the number of scholarships at 3 for now
- **CAST Report – Jenks**
    - Report online
    - Annual dues - $1,500/year
    - Many papers completed and many on-going
- **Constitution and Operating Guide - Miller**
    - No report online
    - Several updates need to be made
- **Proceedings Editor – McCloskey**
    - Need prompting to get these out earlier
    - A. Kniss proposed an overlap of editors which may encourage timely publication
- **Progress Reports – Rauch**
    - Not many folks use them
    - But, those that use them as a conduit for publishing rely heavily on them – big added value
- **Website** –
    - If the WSSA is going to make a mover to a new OS, WSWS should be flexible to make a move as well

Adjourned for the Day, 17:10 pm (finished page 1 of the agenda)

Call to Order 4 Aug 2017, 07:57 am

- **Committee Report Reviews and Discussion**

- **Local Arrangements – Bean**
  - No report online at this time
  - So far, everything looks good
  - Brad and Travis to work out projectors
- **Finance Committee Report – Adkins, Steinke**
  - Report online at this time
  - Try to keep at 2 times the need, currently we have close to 4 times the need
- **Nominations – Rapp**
  - Report is online at the time of the meeting
  - Suggested industry + government sectors added together for private in nominations cycles, struggle to get enough candidates
  - But we have a full slate of candidates for the 2018 elections
  - Motion by Kirk Howatt to approve the nominations committee list of candidates for 2018 elections
    - 2nd by Tim Miller; no discussion, vote: unanimous yes
- **Public Relations Committee** –
  - Report online at the time of the meeting
  - Expanding outreach in social media
  - Twitter account
  - Students are responsible for content on the student WSWS facebook page
  - Monte will be contacting Curtis Hildebrandt to take photos again at the 2018 meetings for award and contest winners – did a great job in 2017 with photos
- **Fellow and Honorary Members - Campbell**
  - No report online at the time of the meeting
  - No real activities up to the time of the meeting
  - No candidates for awards – maybe one still in the pool
  - Members of committee – Cobb, Campbell, and al-Khatib
- **Site Selection – Eskelson**
  - Report online at time of meeting
  - Committee and society are still leaning toward HI in 2020
  - BOD Discussion in previous pages of report and in post Annual Meeting BOD meeting minutes – see list above of considerations that WSWS needs to have a successful joint meeting with WSSA (page 4)
- **Awards – Anderson**

- Due to Sbatella's unexpected passing, Monte will ask Roger to serve an additional year as the chair of the awards committee
- Monte will ask Prashant Jha if Roger declines
- Cummings also willing to serve on the committee in the short term if needed

- **Student Paper – Poster judging – Edwards**
  - Report online at the time of the meeting
  - Students should not serve as judges – consensus of the committee and the student section
  - More judge explanation and justification is needed on the score sheets
  - Communicate with judges 1 week prior to meeting so that all are on the same track and have an understanding about what is expected
  - Judging committee may further define judging rubric for the judges understanding
  - Students from outside the organization (west 17 states) should be eligible to compete in the contests in special situations (i.e. the joint meeting last year), but information should be unique from other information previously presented
  - Student rep responsibilities on the judging committee?
    - Students do need a voice
    - Students are responsible for picking the student to serve on the judging committee
  - We need to add the statement that there is a 250 word limit for abstracts submitted for the contest
    - A. Kniss will take back to the committee
- **Necrology – Frihauf**
  - Report online at the meeting time
  - Additions to list
    - Art Lang; died June 2017
    - Gustavo Sbatella; died 3 August 2017
- **Legislative – Prasifka**
  - No report at the time of the meeting
  - BOD is unsure if there is committee attendance on the WSSA legislative phone calls
- **Herbicide Resistant Plants - Campbell**
  - Report online at time of meeting
  - Overview of Global Plant Resistance Challenge
  - Add Tara Burke to the report as a student representative

Old Business

- **Ad Hoc committee on diversity and inclusions**
  - BOD and president can mandate the formation of the committee
  - BOD suggestions for members or leadership
    - Byron Sleugh, Dow AgroSciences
    - Anil Shresta
    - Vanelle Peterson
    - Lyn Sosnoskie
  - Suggested Charge or Purpose of the Committee
    - Help diversify WSWS leadership
    - Provide a welcoming environment at the meetings for inclusion
    - Develop a statement on inclusion to submit to the BOD
  - How big should the committee be?
    - 6-10 members
  - How do they interact?
    - Conference calls
    - Getting the right leader for the committee will be key to successful communication
      - Vanelle Peterson was suggested by BOD
  - Budget requests
    - None initially – possibly for attendance of ex-officio members
  - Lyn Sosnoskie would be the direct BOD contact (suggested)
  - Committee will have no budget in the short term
  - Monte A. encouraged Kniss and Sosnoskie to proceed with the formation of the Ad Hoc committee on diversity and inclusion
- Symposia ad Hoc committee
  - What to do with this committee – stagnant in the last few years
    - Kirk Howatt moved to modify language of the committee in the operating guide and change the color to black
      - Brad Hansen 2nd; no discussion; vote: unanimous yes
- Research Section Chair
  - Sbatella was in line to take over next year. Brad Hansen offered to serve a 2 year term to cover in wake of Gustavo's passing
    - Kirk Howatt moved to have Brad extend his role 2 years
      - 2nd Andrew Kniss; no discussion; vote: unanimous yes
- WSSA-WSWS Joint Meeting in HI 2020
  - Kirk moved to pursue joint meeting with WSSA in HI in 2020
    - Marty Schraer 2nd;
    - Additional Discussion (previous discussion on page 4)

PERSONAL AND CONFIDENTIAL

- WSSA willingness to move the meeting dates is very favorable
- Discussion sections need to be maintained in each section
- Financial agreements need to be negotiated well to ensure clarity of payment and obligation
- IMI being in charge of the business for both societies will make this discussion much better than previous joint meetings
- BOD recommended appointing Phil Banks and Tara Steinke to be delegates from the WSWS in financial discussions with the WSSA
    - Monte A. to request Phil and Tara's involvement
- We need to get a good number of extra rooms we need for HI
    - Tara estimated 150 rooms
- Food and Beverage minimums will likely be between $85,000-105,000
    - This range is reasonable and likely achievable
- Hilton at Waikoloa is the top choice
- Sheraton at Oahu is the second choice

▪ BOD Vote on HI 2020 Joint WSSA/WSWS meeting
- Vote: Unanimous yes

New Business

- Tara – Officer Insurance Discussion
    - Officer insurance policies – WSSA actually carries on its officers
    - More geared toward officers that make and enforce policy
        - To protect from personal lawsuits
    - Not necessarily useful for WSWS officers/BOD
- Event cancellation insurance
    - $300/year
    - Recoup some of the funds if the meeting gets cancelled – from an act of God/natural disaster
    - No action taken at this time

Next meeting for BOD will be 12March2017 at the Hyatt, Garden Cove, CA (8a-5p)
Meeting adjourned 11:22 am