



WSWS Summer Board Meeting Minutes
Prepared by Andy Hulting, WSWS Secretary
August 5-6, 2013
Hotel Elegante Conference & Event Center
Colorado Springs, CO

Board Members Present: Roger Gast, Andy Hulting, Joel Felix, Ed Davis, Drew Lyon, Marcel Moretti, Craig Beil, Tim D'Amato, Phil Westra, Chad Clark, Kirk Howatt, Andrew Kniss, Kai Umeda, Phil Banks, Pat Clay, Monte Anderson

Monday, August 5th

12:00 pm – Lunch provided by WSWS in Rampart Room

12:30 pm Call to Order-*Roger Gast*

Roger conducted introductions, gave a brief overview of the planned meeting agenda and asked the group if there was any new business that needed to be added to the agenda. There was no new business. Roger then described some action points (see below) that the group was to consider over the duration of the meeting.

Secretary – *Andy Hulting*

Andy reviewed the March, 11th, 2013 Board of Directors meeting minutes.

As part of this initial discussion Roger brought up the following action points for consideration by the board throughout this meeting:

- Potential development of a guide for use by the President Elect for developing the annual meeting program.
- In the title/author online submission process, development of a “pop up window” that reminds submitters of title formatting requirements.
- Development of reminders for students to sign up for paper/poster contest during the title/author/abstract submission process.
- Continue to refine the process of uploading presentations and stressing communication between authors and Project Section Chairs to make sure all presentations are accounted for and sessions run smoothly.
- Better define symposiums and how to incorporate them into annual meeting.
- How to get graduate students involved in committees (volunteer online signup).
- Define the role of the new WSWS website.
- Define the role of the Public Relations committee.

- Develop a list of primary contacts for the Legislative committee.
- Define the role of the Herbicide Resistant Plants committee.
- Refine the process for securing continuing education credits from various states for the annual meeting.
- Refine the proposed WSWs Ethics Statement.

Joel moved to approve minutes with some minor corrections/edits provided to Andy by Roger. Monte seconded the motion. Minutes were unanimously approved.

The March 14, 2013, Business Meeting minutes will be posted online for all WSWs membership to review and will be voted on for approval at the next Business Meeting in Colorado Springs.

The March 14, 2013, "Post Meeting" Board of Directors meeting minutes were reviewed. Drew moved to approve. Andrew seconded the motion. Minutes were unanimously approved.

Business Manager and Treasurer Report – *Phil Banks*

Phil indicated that he is working with accountants to complete IRS paperwork so that WSWs has a tax exempt status. An extension on this process was filed.

Phil indicated that the WSWs is economically stable and described changes in society net worth and finances. We have a sizable inventory of Weeds of the West held by the WSWs office and need to do more to sell these books; perhaps doubling our yearly sales would be a reasonable goal. Book sales could be part of the charge of a redefined/organized Public Relations committee.

Attendance at the San Diego meeting was 216 regular members, 40 students and 17 spouses. Attendance was down because some members were impacted by restrictions on federal travel. In general, annual meeting attendance is going down and numbers of due paying members is also going down. We need to be closer to 300 participants to generate income from annual meetings.

For the 2016 annual meeting, the recommendation is the downtown Hyatt Regency in Albuquerque, NM.

Phil indicated that Tony White informed the board that he was stepping down as webmaster. The website is still operational and Tony will keep the website operational. There was then discussion on the new website and plan moving forward with new company/contract (see New Business section of these notes).

Phil recommended keeping the registration fee for Colorado Springs meeting the same as in previous years. We will do so. No action taken on changing annual meeting registration fees.

President's report-*Roger Gast*

Roger described his current activities including setup of committees, signing the 2016 annual meeting contract with the Hyatt Regency and interaction with Lee Van Wychen working on various support letters related to policy issues on behalf of the society.

President-elect/ Program Committee Chair – *Drew Lyon*

Drew reviewed the two Symposium proposals that had been received. Sarah Ward's toadflax proposal will be part of the Colorado Springs meeting. The recommendation of the board on the proposal from Bill Cobb is to make that symposium perhaps part of the Portland meeting. Drew will work on scheduling the toadflax symposium into the normal body of the meeting and will try to not schedule this symposium against other range and pasture topics if possible. It is critical that this symposium be advertised. Could this be a joint effort and the responsibility of organizing group and the Public Relations committee? They could potentially create a poster/one pager to send out as advertisement.

Drew indicated that he is working on topics/speakers for the General Session and is pursuing a team of 3 speakers to speak on weed management on Air Force Academy managed land. The board gave general approval to Drew to continue pursuing this potential programming.

Past President – *Kai Umeda*

Kai commented on his activities to date as Past President. He indicated that he has been summarizing the results of the recent member survey, worked with members of the Nomination committee to secure nominations, has worked on revising the proposed WSWS Ethics Statement (see Old Business section of these notes) and conducted a listening session at the San Diego annual meeting to develop ideas for revitalizing the Public Relations committee (see Old Business section of these notes).

Research Section – *Andrew Kniss*

Andrew indicated that he has contacted all the section chairs for the 5 projects and is working with them on discussion section topics. Andrew listed the Chairs and Chair Elects for each project.

Education and Regulatory Section – *Joel Felix*

Joel commented that the ARM workshop at San Diego organized by this committee was somewhat commercial and poorly attended. This committee is thinking about organizing a workshop for 2014 focused on use of R for statistical analysis. Or perhaps presentations on the use of SAS vs. R to attract a broader audience which could include some introductory lectures followed by example procedures. An idea to set it up as a discussion section (with an open block of time) was discussed. This committee is urged to work with Drew on how to set up this idea in terms of time needed and any budgetary considerations (there is budget available).

Member-at-Large Public – *Brian Jenks*

Brian was not present at this meeting and no report was submitted.

Member-at-Large Private – *Monte Anderson*

Monte indicated that he enjoyed working with the students on the Silent Auction and commended the students on thanking (with letters) donors who participated in providing items for the Silent Auction.

Monte indicated that he will be working with the Legislative and Herbicide Resistant Plants Committees over the coming year.

WSSA Representative – *Pat Clay*

Pat indicated that the WSWS is well represented at the WSSA and that his report covered March through August. Pat commented on several issues occurring with the WSSA and indicated that their finances are stable, but that they are using investment income and therefore are increasing membership and meeting registrations fees. The Herbicide Resistance Summit II has been approved. WSSA will be a clearing house for development of that summit. Andrew Kniss will represent the WSWS in the process of developing agenda for the summit. The printed and online versions of the new Herbicide Handbook are still in progress. Pat indicated that details are being discussed for the upcoming WSSA Vancouver meeting and that joint meeting plans with the SWSS are being discussed.

CAST Representative – *Phil Westra*

Phil reviewed the current leadership structure at CAST and indicated that they are involved in writing many publications including the herbicide resistance paper that was previously published. Phil indicated he continues to work on an idea for a paper related to training graduate students and future leaders in agriculture in general. He indicated that the same type of global thinking is needed for WSWS and posed the question “How can people justify staying involved in WSWS?” Can we be more creative about what we offer our membership? What types of paper at our annual meeting could be a little different? Example-Emerging technology in wheat breeding. Can we expand future WSWS topics beyond our normal range of topics? These are issues for the BOD to consider in the future.

Student Liaison – *Craig Beil*

Craig listed ideas and suggestions for the future from the student perspective. See his report for this list. Some highlights of his report indicated that feedback from students on the Student Night Out is that perhaps small groups of students may be better than one on one outings. Also, students would like to see more topics/papers on weed ecology and organic agriculture projects at the annual meeting. There was discussion of technology and Windows software being used by the Section Chairs. It's best to have the newest version. Try not to let technology interfere with the student speaking experience. Need to make sure Section chairs/moderators understand this situation.

There was much discussion on student paper/poster contest and contest feedback. Students are not getting proper feedback. Could judges' score sheets/comments be handed back to the students at the Thursday morning Business Meeting breakfast? Judges need to know that comments are being written for the students and they could be more specific. Perhaps language in the Operating Guide could be improved so that students are definitely receiving their forms and feedback. Address this Operating Guide addition with Corey Ransom.

An update on the Silent Auction was given. The students continue to work on a Facebook page.

There was discussion on potentially renaming the WSWs student scholarship to honor Elena Sanchez (former Oregon State University graduate student). Andy Hulting and Carol Mallory-Smith will speak with Elena's family about this possibility and report back to the Roger and Craig and BOD.

Constitution and Operating Guide Representative – *Corey Ransom*

Corey was not present at this meeting and no report was submitted.

Director of Science Policy – *Lee Van Wychen*

Lee was not present at this meeting and no report was submitted.

Committee Reports:

Publications Committee (Drew Lyon – board contact) Drew gave the report.

Proceedings – *Bill McCloskey*

We were slower than anticipated in getting Proceedings finished because some reports were lacking. Managing the titles is the most difficult part. Are changes in software needed or possible? This is an issue to address with David Krueger.

Research Progress Reports – *Traci Rauch*

Tracy will work on these reports. The deadline will be January 7th.

WSWS Newsletter – *Carl Libby*

WSWS newsletter moving forward as planned.

Weeds of the West – *Phil Banks*

The need to sell more books (as discussed above in notes) was addressed by Phil

Biological Control of Invasive Plants in the U.S.

Phil discussed the status of this Oregon State University Publication.

Website

See New Business section of these notes.

Local Arrangements – *Tim D'Amato* – chairperson (Drew Lyon – board contact)

Tim is the local arrangements contact and is working with Phil Westra on condition of poster boards. There may be the need to rent some poster boards if some are too badly damaged to be useful. How to get poster session materials to Portland meeting needs to be determined by this committee.

Finance – *Marvin Butler* – chairperson (Brian Jenks – board contact)

Roger gave the finance report. Conservative approach to WSWs investing was again underscored. Bond losses were discussed. The Board would like to hear more specifics and details of specific investment vehicles from RBC. Recommendation was to perhaps invite Stan Cooper for conference call or Skype for Colorado Springs meeting. The Finance committee should work with Stan to set up the next meeting/review with him.

Nominating – *Rich Zollinger* – chairperson (Kai Umeda – board contact)

Kai gave an update on nominations for WSWs officers to date. Kai also posed the question of whether or not it is time to move away from the private/public rotation of president elect tradition. No action was taken, but this idea might need to be worked on in the future.

Public Relations – TBD – chairperson (Joel Felix – board contact)

(see Old Business section of these notes)

Fellows and Honorary Members – Rick Boydston – chairperson (Kai Umeda – board contact)

Kai gave the report. Three nominations for Fellow are carrying over to this year.

Site Selection – Pete Forster – chairperson (Roger Gast – board contact)

Roger gave the report. 2017 suggested locations were discussed. No action was taken by the board. Coeur d'Alene was discussed as a possible meeting location as was the idea of a joint meeting with the Western Aquatic Plant Management Society (WAPMS).

Awards – Rick Arnold – chairperson (Roger Gast – board contact)

Roger gave the report indicating that the call for award nominations was made and that we need to continue to work on Operating Guide language to make sure award timelines line up accordingly with various meeting deadlines.

Poster – chairperson (Drew Lyon – board contact)

Drew gave the report. Dirk Baker will contact Phil Westra on dimensions for shipping containers.

Student Paper/Poster Judging – Kelly Young – chairperson (Drew Lyon – board contact)

Drew indicated no report was received.

Necrology – Greg Dahl – chairperson (Andy Hulting – board contact)

Andy gave the report. Phil Westra and Tim D'Amato requested that Andy contact Greg Dahl concerning the passing of Ann Henson. Phil and Tim can work with Greg on the needed details.

Sustaining Membership – Dennis Tonks – chairperson (Kai Umeda – board contact)

Kai gave the report and indicated that 19 companies had been contacted and that 16 had renewed. This committee is working on growing the membership of sustaining members. Including equipment companies and adjuvant companies was suggested as a way to grow this group. Send company contact information to Dennis Tonks.

Committee reports were deferred until the next day and the BOD toured the Hotel Elegante meeting facilities with hotel staff member Rick Rhody. The tour was followed by a group dinner.

Tuesday, August 6th

Breakfast was served at 7:30 AM on Tuesday morning and the meeting was again called to order at 8:05 AM and Committee reports continued.

Legislative – Julie Kraft – chairperson (Pat Clay – board contact)

Chad Clark gave the report and indicated that he had been corresponding with Lee Van Wyche on legislative issues. A list of state contacts still needs to be compiled. Names of these contacts can be sent to either Chad or Julie Kraft. (see New Business section of these notes below)

Herbicide Resistant Plants – *Andrew Kniss* – chairperson (Monte Anderson – board contact)

Andrew indicated that no report was submitted and that this committee is still lacking direction on what needs to be done, if anything. Point persons on resistance issues are still needed. (see New Business section of these notes below)

Education – *Tim Prather* – chairperson (Joel Felix – board contact)

No report was given. (see Old Business section of these notes below)

Ad hoc Ethics – *Ralph Whitesides and Frank Young* – co-chairpersons (Kai Umeda – board contact)
(see Old Business section of these notes below)

Old Business

Education & Regulatory Section Chair duties expansion – Board discussion

- 1) Potentially move continuing education credits/state contacts onto this committee
- 2) Potentially move symposium committee responsibilities under the direction of chairman
- 3) Status of Symposium Committee in Operating Guide

1. Move CEU's from Public Relations (so they can focus on public relations) to Education & Regulatory Section?

There was discussion on the question above. It was brought up that continuity is a plus if kept with the Public Relations Committee. Could this role of securing CEU's for the annual meeting be moved to the Education Committee?

Maintaining the state contacts will be crucial and needs to be rebuilt to get this job done.

Perhaps a list of state contacts could be maintained at the direction of the Education and Regulatory Chair. This group will be contacted annually by the Education and Regulatory Chair to go through the process of securing CEU's for membership attending the annual meeting.

Kai moved that the CEU activity be moved to the direction of the Education Committee (perhaps forming a subcommittee) with coordination and oversight for this activity by the Education and Regulatory Chair. The motion was seconded by Kirk. The motion passed unanimously.

Joel and Kirk will work with Corey to get this revised language into the Operating Guide. Joel will begin working on identifying state contacts who can serve in cooperation with the Education Committee to obtain CEU's.

2. Potentially moving Symposium Committee responsibilities to the Education and Regulatory Chair

There was discussion on the idea above. The Education and Regulatory Chair would now make the Call for Symposia. Several parts of the Operating Guide would need to be updated to accommodate

this shift in responsibilities from the President Elect to the Education and Regulatory Chair. Close communication between the two individuals will be needed for annual meeting program development. Andrew moved that the Symposium responsibilities be moved to the Education and Regulatory Chair from the President Elect. Pat seconded the motion. The motion passed unanimously.

The Operating Guide needs to be updated with Corey with respect to the Symposium Ad Hoc Committee and new duties of the Education and Regulatory Chair.

There was further discussion on whether or not a set of guidelines could be developed to guide development of a symposium. There was debate on whether or not to do this. Could it cut down on creativity? Could guidelines be written into the Call for Symposium...a balance needs to be struck. No action was taken.

Tangent discussions on making sure that the Operating Guide deadlines (Page 61) align with Student Scholarship award deadline. Roger will work with Corey on making these needed changes.

Also Page 64 Section G needs to be revised.

Public Relations committee and future mission / marketing of WSWS - Board discussion

Given that the obtaining CEU responsibility has been removed from the responsibilities of this committee what is the direction of the BOD? Who could be part of this committee?

Kai provided some history on this committee and outlined some potential roles for this committee:

- Promote the annual meeting
- Promote the symposia at the meeting
- Promote our publications that we have for sale
- Promote graduate school programs/opportunities
- Promote various noxious weed management short courses
- Provide/Promote content for the new WSWS website
 - How do we draw people to the WSWS website?
 - One idea for the website is to highlight a program/member on a rotating basis.
- Promote associated societies and agencies

Do social media have a role to play? Facebook may have a role to play. Linked in may be more professional. A social media group/presence could be initiated. This committee would also be an excellent place for student involvement (perhaps two students could serve on this committee).

Roger will draft a letter to membership asking who would like to be part of this committee and to solicit ideas on the future role of this committee.

Ethics statement - Board discussion and approval for member vote

Discussion/history on the revised ethics statement was provided by Kai. The statement on diversity/discrimination was deleted but could be added to the Operating Guide under the description of the Board of Directors. This is potential New Business for a future meeting. This statement could also be part of the WSWs Constitution but would require a full membership vote.

Kirk moved to accept the revised ethics statement and that we present it to membership for an affirmation vote and that the ethics statement be housed in the Operating Guide.

Andrew seconded the motion. The motion passed unanimously.

Kai will provide paper copies for membership to review prior to the affirmation vote at the Thursday business meeting breakfast in Colorado Springs.

Potential new business for a future meeting: Conflict of interest issues/forms for members of the WSWs board of directors? Is this needed?

New Business

Legislative Committee future mission – Board discussion

Chad described his good working relationship with Lee Van Wychen. Several questions were raised during this discussion. More local information on legislative issues is needed, but the question has become how we generate this information. How do we inform the general WSWs membership that we in fact have a Legislative committee that could work on local/state issues? The Operating Guide describes the role of the Legislative committee, but is there a better way for this committee to do its work on a more timely and continuous basis? Make its actions more real time? Can this group interface with the new Public Relations committee?

Pat and Monte will help generate new ideas to help this committee move forward.

New Webmaster and Website – Board discussion and review of vote

Phil Banks commented on time line for development of the new WSWs website. The goal is to be live by October 1, 2013, in time for annual meeting operations. Phil asked board members to review current website and get those comments to him and that he would provide this information to David Krueger. Phil will send a reminder out to board members to do this. Review the NCWSS and National Association of Independent Crop Consultants NAICC websites for ideas. Send Phil weed science photos to update photos that could be used on the new site. Sustaining members list needs to be updated and we should provide a link to their websites on the new site.

Incorporation of “moderator instructions/best practices” in the Operating Guide”

Drew shared a document used by Tri-Societies as a place to start discussion on whether or not we can include in these best practices in our Operating Guide. Drew will forward this document to the BOD.

Final document will be voted on at a later date or by email vote. There will need to be discussion on where to place this document in the Operating Guide. It probably fits best under the Appendix section.

Proceedings discussion – formatting issues and inclusion of discussion sessions

We reviewed the issue of using Caps in annual meeting title submissions. We will strive to keep with the current format of only major words in Caps if possible. If not, we will adopt the all Caps format to save the Proceeding Editor having to manually make changes.

Potential for combined meeting with WAPMS

We discussed this as a potential for the 2017 annual meeting? Burden is on that organization to come to WSWs with a proposal of how things might work. A sequential meeting approach may work. We need details. How large are they as a group? The BOD is open to exploring possibilities. Peter Rice is the potential contact.

Membership Survey Results

We briefly reviewed the recent member survey results. These survey results will be sent to board of directors and will be posted to the new website. Members generally satisfied with organizational and structure of the meeting/society.

Herbicide Resistant Plants Committee

We will keep working on the mission of the Herbicide Resistant Plants committee. The West does have some unique issues that deserve attention. One idea is to propose a symposium when the WSSA meets in Tucson that highlights some of these issues. Roger will inform our membership of this opportunity.

Phil Banks reminded the group to request travel reimbursement from him if needed.

Roger thanked the group for attendance and asked the group to stay engaged as we work towards the annual meeting in Colorado Springs.

Roger moved to adjourn the meeting. Phil Westra seconded the motion. The motion passed unanimously and the meeting was adjourned at 12:15 PM.