



**WSWS Summer Board Meeting Minutes**  
**Prepared by Curtis Rainbolt, WSWS Secretary**  
**July 30-31, 2014**  
**Portland Hilton**  
**Portland, OR**

**Board Members Present: Drew Lyon, Roger Gast, Dan Curtis, Marcello Moretti, Mike Hubbard, Brian Jenks, Carl Coburn, Sandra McDonald, Pat Clay, Ed Davis, Jane Mangold, Joe Yenish, Kirk Howatt, Corey Ransom, Curtis Rainbolt, and Phil Banks**

**Wednesday, July 30**

**12:00 pm – Lunch provided by WSWS**

**12:30 pm Call to Order-Drew Lyon**

Drew 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.

**Secretary – *Curtis Rainbolt***

Curtis briefly reviewed the March, 10, 2014 Board of Directors meeting minutes and the March 13, 2014 “Post Meeting” Board of Directors meeting minutes.

Kirk moved to accept all of the minutes as presented, Roger seconded and the motion passed unanimously.

**Business Manager and Treasurer Report – *Phil Banks***

Phil reported that the fiscal year closed on March 31. Records were sent to the accountant to file in order to maintain our non-profit status. WSWS had a profit of ~\$18k last year largely due to Weeds of the West income. The annual meeting is the largest source of income and brought in ~\$68k in 2014. Expenses for the meeting were about \$34k. The society needs a profit from the meeting in order to support other functions such as the WSSA Director of Science Policy and business manager contract. Current assets include about \$67k in unsold Weeds of the West inventory. RBC investments have gone up 3.5% since March. There are limited expenses until the annual meeting. At that point income will increase with incoming sustaining membership invoices and meeting registration.

The Colorado Springs meeting had 269 attendees. Ideally the society needs 300 attendees in order to maintain long-term financial health. The breakdown of attendees was similar to San Diego and Reno meetings. The society has 305 dues paying members, which is down 14 from last year.

A memorandum of understanding was completed with the Western Aquatic Plant Management Society (WAPMS) for the joint meeting in 2017. WSWS will handle the meeting details and finances and will guarantee the WAPMS an income of \$6k. This will be covered by the extra registration from WAPMS members. The WAPMS wants to meet in Coeur D'Alene (CDA) at the resort. Proposals were sent to 2 hotels in Seattle, 1 in Spokane, and the CDA resort. The CDA resort was very competitive and is the recommendation of the site selection committee. A preliminary contract with the CDA resort is being negotiated.

Weeds of the West update. Currently the society has about a 3-year inventory. ~\$3k in books were recently sent to the University of Wyoming. It is better financially for WSWS to sell more books directly rather than through U of Wyoming. Phil recommends that the board or a new ad hoc committee look into promotion and distribution of the book and market opportunities. U of Wyoming is mostly selling to Amazon and the Park Service. Drew will form an ad hoc committee of 3-4 people to work with Phil. It was also asked if the society wants to sell other publications. Currently we sell some CA Weed books and the SWSS weed DVD. The society will soon need to make a decision on updating Weeds of the West and reprinting. Because of the timeline, reprinting needs to be done when there is one year of inventory remaining in order to negotiate for the best price. The last time around it cost \$127k to print 10,000 copies. If the society decides not to reprint, is there another product such as an app or would it be better to sell out of the inventory and invest the proceeds? It was also suggested that the society recognize the authors of Weeds of the West in 2015, the 25<sup>th</sup> anniversary of the book.

Recommendations for board action.

1. Form a committee to make a recommendation on updating and reprinting the book or other opportunities. Drew will form an ad hoc committee of 3-4 people with tech and business experience to work with Phil.
2. Set a registration rate for the 2015 meeting and if possible keep the price the same since Portland is an affordable venue.

Kirk Howatt made a motion to maintain registration costs the same as last year. It was seconded by Brian Jenks. The motion passed unanimously.

### **President-elect/ Program Committee Chair – *Joe Yenish***

The only symposium proposal received was from Bill Cobb on diagnostics of herbicide problems. He wants to have the symposium on Monday to improve local attendance and hopefully encourage attendees to stay for the remainder of the meeting. This will require changing the hotel contract and the availability of meeting room space on Monday. Joe will work with Bill Cobb to get a budget for the symposium in order to determine a cost.

For the general session, Joe is hoping to get Bob Wolf or another application technology expert. He has confirmed Joan Davenport - Professor, Washington State University, for a presentation on the history

and development of the modern wine industry of the Pacific Northwest. Joe has a travel speaker budget of \$1 to 1.5k and if more is required, it should be discussed with the board.

### **Past President – Roger Gast**

*Several recommendations were received from Rod Lym.*

- 1) Improve process of the student contest award presentation to include two members of the committee on stage. Introduction of student's school affiliation should be included in the award presentation.
- 2) Meeting rooms and accommodations at the Hotel Elegante were lacking in a number of areas. The site selection committee should be careful to balance costs and quality in future site selections.
- 3) Name badges need to have the first name prominently displayed. Meeting room signs need to be of higher quality and include the WSWS logo.

A SOP will be developed to provide clear directions on the presentation of student awards.

Suggestions for WSWS Website improvements were collected at the annual meeting. Below are some for the board to consider.

- 1) Include a record of past award winners
- 2) Include a place to advertise upcoming events (ie. noxious weed short courses)
- 3) Include society links, other links of interest
- 4) Member only "chat forum"
- 5) Increase text size on the home page top line. Put hot links directly on words on Annual Meeting, Newsletter, and Member Directory.
- 6) Combine links to Constitution and Bylaws.

It was also recommended to add past programs to the website and to provide a place for meeting registrants to volunteer for committees. Phil will add a line in the registration form to allow interested members to volunteer for committee positions.

### **Research Section – Ed Davis**

Discussion section reports have been collected. Ed will try to collect these earlier in the future.

Several complaints were received about website speed when uploading presentations. Phil commented that submitters can review their submission on-line to make sure it submitted correctly.

Discussion on presentations that didn't display correctly last year. Things to look for include presentation screen ratio and version of PowerPoint version used. Converting to PDF will remove capability of animation. Due to issues with some presentations not displaying correctly last year it is advised (but not required) that presentations be submitted in PDF form.

The hotel AV package includes VGA cable, section chairs are required to bring computers and projectors. The hotel will also have adapters for computers without VGA ports. They do not provide slide advance clickers. It was suggested that moderators be warned not to open email accounts. Plenty of backups are needed in case of adaptability issues.

Phil will send Ed and Joe presentation requirements for them to update for posting.

### **Education and Regulatory Section – *Kirk Howatt***

Kirk visited with Bill about the symposium schedule and conveyed opinions/concerns to Joe Yenish as program chair. Discussion topic candidates include GMO labeling, use of unmanned air vehicles (UAV), and emergency exemptions for problematic weeds.

Kirk is working on moderator guidelines and his report includes a draft revision for comment. Wording was made more general to be used at multiple locations and additional detail on time-keeping and introduction announcements were included. For the student contest, the major professor will be mentioned. The section chair will ask student presenters a question if the audience doesn't. The moderator will announce that it is not acceptable to take photos or videos of the presentation.

The board was okay with a complimentary vendor booth spot in exchange for symposium costs.

### **Member-at-Large Public – *Brian Jenks***

Presented a detailed report on meeting attendance over the past 10 years. He found that attendance doesn't correlate with the number of papers and posters. Some symposium topics bring in non-member attendees. Due to limited ARS focus on weed science, it is expected that meeting attendance from this group will not increase. There was a thorough discussion on potentially adding a parallel meeting for practitioners in order to increase attendance. Consensus was that there are already a lot of meetings and society's that are competing for practitioners. Suggestions are to try and add locally relevant topics in the general session. Having joint meetings such as the upcoming WAPMS are the easiest way to increase attendance.

### **Member-at-Large Private – *Mike Hubbard***

Thinks the society should work to include attendance from industry. He will look into options to increase participation from groups that use contract researchers such as Simplot, WECO, McGregor, corporate farm managers.

### **WSSA Representative – *Pat Clay***

Was unable to attend last WSSA but has notes from Andrew Kniss. The WSWS is well represented in WSSA. WSSA is financially sound. The upcoming Lexington meeting is less expensive and will likely have a lower registration cost. Membership fees will also likely remain the same. The new Herbicide Handbook is out. WSSA will be having a poster contest. Current WSWS rules require that posters be substantially different than any presented at other meetings in order to be eligible for the student competition. Controversy surrounding WSSA letter on Enlist Duo was discussed. The letter was not voted on by BOD, rather it came from 2 committees. 2015 summer WSSA board meeting is in Puerto Rico. Pat's term will end during upcoming 2015 WSSA meeting.

### **CAST Representative – *Phil Westra***

Phil was not present but his report was submitted. CAST has asked for financial support of publications due to loss of their federal appropriations. Phil recommends that WSWS make a one-time contribution of (\$3000) to support publications. Currently WSWS pays \$1500 to CAST. The BOD

recommends that Phil get a proposal from CAST to fund specific publications, so that the society can fund publications related to weed science.

### **Student Liaison – *Marcello Moretti***

Presented summary of student survey that covered student comments on activities, student night out, how to improve poster competition, areas of research they would like to see, student interest in soliciting donations for auction, opinion of students on making Weeds of the West an app, and student demographics. Only 11 of 44 students responded. Students preferred the group dinner night out. There is interest in more rangeland, basic research, biology, and ecology talks, and adjuvants. Students would like to see judging criteria prior to competition to know what factors count the most and consistent comments on judging forms. Several students are willing to help with auction. Students are also willing to serve on committees such as public relations or sections. Most students thought the Weeds of West app would be good, but are not willing to pay a high price for it. 30% of students responding were MS students.

Discussion was held on providing good feedback to students in the paper and poster contests and more uniform presentation comments. Ideas include restructuring of grading sheets to make criteria more clear and weighted more equally, and also providing more clear guidelines to judges. Corey Ransom suggested developing a scoring guide. The goal should be to provide feedback that will improve the student's presentation skills.

### **Constitution and Operating Guide Representative – *Corey Ransom***

Corey has updated deadlines and responsibilities. Still has a question about the past president being on the WSSA nominating committee, but WSSA specifies that the BOD will appoint a person to sit on the nominating committee. It will be added to the operating guide that this is a responsibility of the past president. He did put in lines that will lead moderators to best practices in the appendix. He is working on a best practices guide for paper and poster judges and hopes to get feedback on it. He has changed the name of the WSSW outstanding student scholarship to the Elena Sanchez WSSW Outstanding Student Scholarship. He moved the responsibility for CEU credits to the education committee and specified that the chair will be responsible for the CEU education sub-committee. He has added that the education and regulatory chair is responsible for symposia, but needs to go back to the symposia committee section and define how the two are to interact. His suggestion is that the education and reg chair (along with the program chair) helps develop and collect ideas but once the symposia is approved the ad hoc committee forms to carry out the symposia. After discussion the symposia organizers will not be an official committee. Final action item is to visit with Roger about specific activities of the public relations committee. Also there was a question about students serving on committees and the constitution doesn't separate between regular and student members. So students can serve on committees as long as they are active members. Changing the website editor to a non-BOD member will require a change to the bylaws. This will need to be proposed for a vote at the upcoming business meeting. Corey will check on term limits for the publication committee and clarify in the operating guide. Corey will send the most recent operating guide version to Phil and give a set time for BOD members to review and provide feedback.

**Director of Science Policy – *Lee Van Wychen***

Lee was not present but did submit a report. The BOD will review and ask Lee if any questions arise.

**Committee Reports:**

**Publications Committee (Drew Lyon – board contact)**

**Proceedings – *Bill McCloskey***

The proceedings are not finished but hope to have in a couple weeks

**Research Progress Reports – *Traci Rauch***

Tracy is updating the call for reports since it will be only electronic submission. It will be posted online in a PDF form. Changes in procedure will be mentioned in newsletter.

**WSWS Newsletter – *Carl Libby***

Newsletters have been timely.

**Weeds of the West – *Phil Banks***

Covered earlier in minutes

**Biological Control of Invasive Plants in the U.S. – *Phil Banks***

WSWS funded publication of this in the past and receives a small royalty from it.

**Website – *Phil Banks***

Is generally working well, but they are continuing to fix small problems. Send functional problems to David Krueger and content corrections to Phil.

**Thursday, July 31**

**7:00 am – Breakfast provided by WSWS**

**7:30 am Call to Order-*Drew Lyon***

**Finance – *Fara Brummer* - chairperson (Brian Jenks – board contact)**

See financial report for details. The RBC account is doing well. At the previous meeting, allocations of the RBC account were discussed regarding the amount of funds in bonds. The current distribution is 8% cash, 29% bonds, 63% growth. Question if excess funds in the money market account should be moved to CD's or RBC to increase interest income. Money market only earns 0.25% and funds for reprinting are needed for ~2 years. Consensus was to move money market funds into laddered CD's so that funds are readily available if needed. This doesn't require board action.

**Nominating – *Pam Hutchinson*– chairperson (Roger Gast – board contact)**

They do not have a president-elect candidate yet. They are going back to previous candidates that were not elected. Roger advises keeping tradition of industry/academia rotation of president-elect position if possible.

**Public Relations – *Stott Howard*** – chairperson (Kirk Howatt – board contact)

The committee met and elected Stott as chair and reviewed their new charge. They contacted similar societies for ideas. There are lots of ideas but challenge is to find someone with time to keep on top of activities. Andrew Kniss is willing to handle tweets for society. This may be a good place to involve students to help with advanced social media. The committee has 2 people rotating off each year. Since this is a 3-year appointment, student members could be unofficial members or could just be replaced if they have to leave.

**Fellows and Honorary Members – *Tim Miller*** – chairperson (Roger Gast – board contact)

Is working on nominations and has previous fellow nominations.

**Site Selection – *Stephen Colbert*** – chairperson (Drew Lyon – board contact)

The committee considered the bids and recommends the Coeur d'Alene Resort for 2017 since bid is competitive and the site is superior. Phil is reviewing the contract. Biggest concern for some members is the distance from the airport to the hotel. There is a hotel shuttle for \$69 per person round trip.

Joe moved to have meeting at Coeur d'Alene Resort for 2017. Kirk seconded. The motion passed unanimously.

**Awards – *Carol Mallory-Smith*** – chairperson (Drew Lyon – board contact)

They will be the submitting call for nominations in the upcoming newsletter. The operating guide needs to update student deadlines. Recommends that the awards committee and scholarship section of the operating guide be edited to reduce redundancy. Recommends developing criteria to evaluate undergraduate and graduate students separately. BOD suggested that Carol craft this criteria.

**Poster – *Harry Quick*** chairperson (Joe Yenish – board contact)

Posterboards were sent to Utah and will be transferred to Portland by Corey Ransom. Suggests comparing cost of shipping to renting for future sites. Especially for meeting in Albuquerque, since following meeting is in Coeur d'Alene. Vendors provide a different board that is more space efficient than easels. Phil will look into shipping and rental costs.

**Student Paper/Poster Judging – *Don Morishita*** – chairperson (Joe Yenish – board contact)

There was a discussion on recycling of posters previously presented at WSSA or other society meetings. Bylaws state the paper must be unique or have substantial new data in order to be presented. The committee is asking the BOD to establish a means to verify that papers/posters are new. The suggestion is to have a check box in student submission form. The merits of this rule were discussed and the final consensus was to keep the rule and enforce it.

**Necrology – *Stephen Valenti*** – chairperson (Curtis Rainbolt – board contact)

See report. Newsletter will have a reminder to forward obituaries.

**Sustaining Membership – *Greg Dahl*** – chairperson (Roger Gast – board contact)

They have contacted all past sustaining members to ask for renewal. They will look for new members. Rates will stay the same as last year.

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

No report, but confusion on whom the chair is. The list needs to be corrected since Chad is the chair instead of Julie. The goal has been to make it a grass roots effort to address local legislative issues and bring them to the attention of the society to increase public awareness. It has been several years at least since the committee has been active. One role may be to serve as WSWS contact to state weed control boards. Weed control board directors do not need to be members of WSWS. Instead it needs to be states that are WSWS members. The other function the committee serves is sitting on the WSWS science policy committee. The record needs to be updated to indicate Chad as the contact for Lee Van Wychen. The plan is to go back and ask the committee to consider their charge and have a discussion on moving forward by the March meeting.

**Herbicide Resistant Plants – Brian Jenks** – chairperson (Michael Hubbard – board contact)

The committee has been inactive. Brian recommends adding some industry members to the committee. The operating guide states the committee is a chair plus 5 members. The recommendation is to have 3 industry and 3 public members on 3 year terms. 3 members should be appointed soon for 2014.

**Education – Ian Burke** – chairperson (Kirk Howatt – board contact)

No report.

## **Old Business**

### **Operating Guidelines**

Corey is working on the operating guidelines and has made the majority of corrections. He will send out a draft with 2-3 weeks for review.

### **Webmaster and constitutional issues-**

Webmaster and other constitutional issues will need to be voted on at the business meeting.

### **Book sales- Phil Banks**

Drew will appoint a committee to look into book sales, and another committee to investigate reprinting.

### **Website**

Was already covered. Phil stated some pictures will be updated. Issues of special interest to society can be posted on site for 1-2 months.

### **Declining meeting attendance**

Brian already presented this report. Selecting good venues and having good talks will improve attendance. Jane and Brian discussed loss of attendance from weed ecologists. We need to realize that not all weed scientists are interested in herbicides and that having other weed science topics will broaden our meeting attendees. Jane Mangold will be focusing on trying to include ecologists in the meetings - especially in the range section. Locally relevant topics will also help attendance.

### **Investments**

Already covered

### **New Business**

#### **WSSA Support of Enlist Duo registration- Drew Lyon**

The discussion was not directly related to Enlist Duo rather that the WSSA implied that WSWS supported the registration. However, they never asked for a vote. Does the board want to see other similar items for input? Typically the only time BOD review is required is when a signature has been required. Or would it be better to have individuals write letters rather than societies? The board only wants to see items from president that will require a signature. The president is free to voice concerns when appropriate.

#### **Herbicide resistant weed management workshop- Brian Jenks**

Herbicide resistant committee will research options for WSWS putting on a symposium on western herbicide resistance issues at the 2017 WSSA meeting that will be held in Tucson, AZ. WSSA has not yet approved the symposium, it is just an idea from WSWS on a way to participate. Consensus was that this is too early and the idea will be introduced at 2015 meeting discussion sections to generate ideas for western focused symposiums.

#### **WSWS Twitter account- Drew Lyon**

Andrew Kniss will lead this.

#### **WSSA representative appointment- Drew Lyon**

New person needs to attend the 2015 WSSA meeting in Lexington, KY. Trade off occurs at the meeting. A list of potential candidates is being prepared. Drew will make a suggestion and run by the board for approval.

#### **CAST representative appointment**

Will be handled at the March meeting. Need to find someone who is a CAST member.

#### **2018 Site Selection**

Recommendation is to look into California sites such as San Diego, Monterey, Santa Barbara and Las Vegas

**Room for Reception**

Plaza level room is booked. The Skyline room is available for a reception for a fee of \$1000. Phil will try to negotiate this down.

**Symposium Fee**

There will be a symposium registration fee unless the attendees are coming for the full meeting. Joe will get a budget from Bill to determine fee. Joe will seek sponsors. We need to have attendees register in order to get them in the database.

**The March 2015 Board Meeting will be on March 9.**

**Mike Hubbard moved to adjourn, Brian Jenks seconded.**