

Electronic board meeting 04/05/2019 2:00pm

Present: William Crow, Dave Bird, Cynthia Gleason, Kathy Lawrence, Tesfa Mengistu, David Shapiro-Ilan, Andrea Skantar, Mario Tenuta, Steve Thomas

Excused: Nancy Koklais-Burelle, Brent Sipes, Sally Stetina  
Quorum of voting members

## 1) Business Office bidding and payment options

BC- NCSU meeting services is handling meeting registration. A few people have tried to register and had problems where it didn't go through. We need to let Rick know there's a bigger problem than just one person. KL also tried to register and did didn't work.

ST- The business office manager will be hired as a contractor, they should have their own LLC. Otherwise, it complicates things for the society.

The amount of time required will vary substantially. 15-20 hours/month most of the time; peak times will coincide with registration and meeting prep time periods.

Better to pay hourly rather than flat rate. Negotiable rate for base hours and then negotiate for over and above time spent. The person would have to log their hours and invoice us.

ST- Will scan copy of previous contract with Lisa and send to all of us.

BC recommends consult w/Steve and Kathy to come up with payment range, circulate to EB for approval.

ST stated that our incorporation and non-profit status in Maryland is legal now. We paid the lawyer and the \$300/year to be represented in MD for tax purposes.

## 2) Cobb Foundation support for a Presidential Lecture

The Cobb Board wants to expand beyond support with travel awards.

*BS moved to approve \$1000 to match the Cobb Foundation fund to pay for a Presidential Lecture at the Society of Nematologists Annual Meeting. DS seconded.*

DS-sounds good as long as it brings someone of stature in; good exposure for the society and good for students

KL-there was some escalation in costs of travel for speakers last year; will they have to pay registration fee?

ST-up to David and Rick to waive registration, probably yes. DB concurs.  
DB-any idea who we'd get?

Talk to the the Cobb Foundation president to choose the speaker.  
DB-they'd have 30 min, 25+5 min for questions

*Yes votes: DS, BC, DB, KL. The motion passes.*

1) Discussion of the SON membership directory quote.

Ono says we did have a membership list, but only Mario could access it. List of anyone who ever ordered something from the website, not functional for members.

BC- You need to give very specific instructions to Ono. See the quote: \$3645.81.  
ST-categories for membership should be noted and have access.

BC-recent spending on web page updates; several \$\$\$ on accountants; both necessary.  
This is necessary, too.

*KL moved to accept the quote from Ono Web Design for upgrading our membership directory. DB seconded.*

Discussion: KL says our bank account is the lowest it's been for her tenure; ST-no restriction on funds in investment account to use for these one-off expenses. For the past 10 years or so, we have not needed up front funds in the checking to pay for the meeting in advance. We just need to keep 1-2 years of operating expenses available. Next year we'll have the congress, have we ever held back 20% or something to carry us over the year when we won't have income.

ST-we've discussed but never got ahead enough. Mario-SON handled registration for Montreal meeting, so no registration fees went to local arrangements for them to use for meeting planning; SON forwarded funds to pay 50% of the hotel, etc. BC/ST-it's good to be prepared to have a stash for this kind of costs, which depends completely on the venue for the meeting.

Other discussion on the quote:

DS-would it be worth getting a high and low end range of functionality or looking at another vendor.

MT - what will be involved in upkeep/maintenance, will it crash or be subject to errors, what kind of backup/service work will they provide for no more money? Our whole website is designed in a high maintenance fashion; we have redundancy; the newsletter takes several steps to get it posted. Efficiency and maintenance included in the cost would be important.

*Yes votes: DB, DS, KL, BC. The motion passes*

### 3) Capacity Building grants

Inga Zasada was asking whether we'll be doing this again.

KL-display them at the meeting? \$10,000 from investment account, so we can do it again.

Three awards of \$3300 per winning proposal: Tom Powers - development of prototype for a nematode field guide; Jon Eisenback - Project Nematoda, online pictures; Wim Bert - development of internationally accessible nematology digital learning platform.

BC-show them off at the congress.

KL-Larry Duncan is IFN President so could be persuaded.

Everyone concurs this would be good promotion of the society on an international stage.

BC-knows people who'd like to do one. Should have a requirement for end product.

KL is trying to work out sending the rest of the \$\$ to recipients. Is there a project end report or requirement to present something at the meeting?

DB-will it need to go on the program? DB will contact awardees (contact info from BC).

### 4) Update on JON (Shapiro-Ilan)

The journal has switched to continuous publication. All papers from the year will package into a volume. We need to publicize via the newsletter or otherwise that articles will not have volume/issue/page numbers. Articles will have article numbers and DOIs. There was a glitch but new proofs have gone out this past week or so. Keep an eye on the new approach to make sure things keep moving. Indexing needs to keep going in a timely manner. Exeley is cognizant of increasing impact factor and increasing exposure. Still some growing pains.

### 5) Other items

DB-meeting preparations updates going onto the website.

MT- Keep an eye out for redundancy and dates that need to be consistent on the various web pages.

BC-Thanks to Steve Thomas for his service.

The online meeting was adjourned at 3:04 pm EDT.

Respectfully submitted,  
Andrea Skantar, acting secretary