



Society of Nematologists Executive Board
56TH ANNUAL MEETING (2017)
2ND EXECUTIVE BOARD MEETING MINUTES

MEETING DATE: 8/17/17
LOCATION: Williamsburg, Virginia
ATTENDANCE: Nancy Kokalis-Burelle, Patty Timper, Katty Lawrence, Andrea Skantar, William (Billy) Crow, Koon-Hui Wang, David Bird, Guiping Yan, Cynthia Gleason, David Shapiro, Eric Ragsdale.
GUEST: Jon Eisenback

(Executive Board will be referred to as EB in this minutes).

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
1. Call to order	Nancy Kokalis-Burelle called the meeting to order at 8:09 EST time, so moved by Koon-Hui Wang.	
2. Approval of agenda	Patty Timper made a motion to approve the agenda, Billy Crow seconded.	Motion passed unanimously.

Kokalis-Burelle welcomed David Bird as vice president.

3. Old business

Will start electronic meeting soon after finishing off some old meeting staff.

Journal -- Andrea Skantar: Currently there are three parts to JON publishing: formatting manuscript with Allen Press, type setting with Sheridan, and hosting of journal site at Florida Online Journals. In addition, promotion of the journal is also part of the effort to improve the journal. Exeley Inc. can provide all these services. Skantar is getting all the prices for different services of Exeley. We might keep the editing with Allen Press. Skantar checked with Zasada, she has the original Sheridan contract term and will let her know if we had honored the contract with Sheridan. This was at least 6 years ago. Skantar said we should try to avoid having all qualified reviewers to re-register in Peer Track. She will ask Exeley if we change the editorial office, the data base of current reviewer list could be transferred over. If we switch, we are anticipating to start with Exeley in March. Some search engines in Peer Track is difficult to get information, particularly when preparing the table of content. A spreadsheet to keep track on each manuscript progress would be helpful. Nancy said she used to start a new table of content for the next issue soon after editing of one issue had been completed.

We had decided in the 1st EB meeting that we will start charging in March (\$400 for non-member, \$200 for member). It is preferred that author pay publication fee through SON website. Exeley can also process publication fee, we need to decide if we want Exeley to serve as publication payment site. This discussion

will be followed up in electronic meeting. David Bird asked if this payment require P.O. Timper said this is most likely paying by credit card. Recap from the 1st EB meeting: we would consider to let Editor in Chief to waive payment for members from third world countries that have difficulty to make payment, but would not give waiver to non-members. No waiver of publication fee for developed countries.

Kokalis-Burelle thanked Skantar for finding out this option. Symposia publications has been difficult to find reviewers, but we will not hold up an issue just for papers that are difficult to get reviewers. Members at the business meeting seems to be all onboard regarding charge for publication. David Bird said that we can attract some *C. elegans* scientists to publish in JON. Billy Crow suggested that if we host *C. elegans* symposia in future meetings, we can attract them to publish in JON.

4. EB Liaison reports from standing committees:

Eric Ragsdale

- a. Honor and Award committee (HAC): Ragsdale was asked to be the Chair of the committee, but he can't, so the committee is looking for a new chair. Patty Timper said she is willing to serve as HAC's chair again. HAC Chair duty is quite heavy including ordering plaque and organize review of abstracts. Timper said we will keep the 15 min presentation to minimum number. Might ask Ragsdale to run the judging of the new 3-min presentation competition. She enjoyed serving as HAC chair before. Timper asked if we should change the policy on 50% of HAC members need to be past awardees in the ops manual. Crow said there are some suggestion to include multiple career (senior vs junior scientists) in the committee. Most agree that we need to change this in the ops manual. No need to vote on. ***Kokalis-Burelle grant an executive order to make this change in ops manual.***

HAC likes the idea of a lightning talk (3-min talk) that tie in with a poster, but would like the students to make a one-slide power point presentation (graphical abstract) for the competition. Crow said he is planning on holding this in next year annual meeting at Albuquerque. We don't know how many will choose to sign up for this competition. We don't need to limit this to Ph.D. students. Crow will need to make decision on number of regular student competition vs 3-min lightning talk competition.

[Eisenback came in the room to report on LAC progress in wrapping up the meeting: Eisenback said that although we reserved 120 rooms, only 90 rooms were occupied. So we had to pay 20% of penalty for rooms that were not occupied. However, Eisenback said it is not a worry, the meeting made enough money to take care of this. David Shapiro recommended that in the future, we asked the hotel to allow SON to add more rooms with the group rate if we passed the number of rooms originally we need to reserved.]

David Bird suggested that we organize the 3-min talk in a special session in the evening. This can avoid conflict with other concurrent sessions. Timper said we could organize that right before the poster session. Kokalis-Burelle said we could also schedule the program tighter. In this meeting, some challenges in the meeting program were that some students changed from talks to posters, or some students did not check what category they want to present. This could be due to the abstract submission online form might not be clear to some students. ***Crow reminded Bird to ensure to update Tenuta on the committee member list and ask to post committee member list online.***

- b. Membership Committee: The committee did not meet this year. Zasada is the only member in the committee that does not rotate off this year. She will reform the committee. This is an important committee. Zasada has some good ideas to reconstitute the committee.

Crow took this opportunity to remind David Bird to make sure each committee submit their updated roster, listing their chair and vice chair. If committee member numbers are low, then VC can ask the existing committee members to contact people to join their committee. Crow gave an example for this year where the former chair and vice chair of Student Committee both cannot participate in this year's meeting, they are either graduating or are not able to organize any activities. So Crow stepped in to invite another student, Rohiyyih Dyrdaahl-Young, to take over as chair. She organized a workshop this year, and reform the student committee.

- c. Systematic resources: Danny Humphreys-Pereira – planned to organize a *C. elegans* symposium next year. They had not asked for funding yet. The Regulatory Symposium this year was highly supported, with lots of international speakers. Nancy Kokalis-Burelle encouraged the invited speakers join SON as members. Lawrence said we can start by offering \$1500 for each symposium that need funding first, before allowing to request more funding. Previously we offer free registration to invited speakers by refunding the invited speakers. Only one speaker was waived and fully compensated due to various reasons.
- They also wanted to make children book. There are lots of interest from their members to host a joint meeting with the Society of Invertebrate Parasitology (SIP) or the Hermitical Society. We are yet to hear an update on site selection for 2019. Byron Adam proposed to host a meeting in Utah but he will be on sabbatical soon. We could find out where SIP will hold their meeting in 2019 and will asked David Chitwood about 2019 meeting of Helminthological Society.
- d. Biological Control (BC): The committee wants to publish an e-book for SON website, upload biological control photos, and request funding to organize symposia for Microbiome, Biological Control Metabolite, or New Biological Control Products. Timper suggested to Crow to ask them to just focus on organizing a Microbiome Symposium. BC committee wanted to start their own twitter account. The student committee has already set up a twitter account. Skantar said that the BC twitter account should be unified with the SON twitter, it was set up by Grewal, the student found it. David Bird and Kokalis-Burelle agreed that we should discourage to have multiple twitter accounts (e.g. graduate student of the SON) or Facebook accounts. All interested should just join our SON twitter account. ***Skantar will follow up with the students and ask them to merge the student twitter and SON BC twitter (lead by Rohiyyih) with SON twitter.*** Nancy asked if we should start expand the board to have a public relation member as a non-voting member to control the twitter issue. David Shapiro said SIP has a facebook administrator, other committees can make subpage off SON main account. Kokalis-Burelle agreed that we need to try control over any twitter and social media associated with SON. ***Skantar volunteered to do that and will get that committee started.***

Guipin Yan:

- e. Entomopathogenic Nematodes (EPN): They did not have physical meeting, but four members joint a video conference call and came up with an idea for a symposium – “Abiotic and biotic stress on EPNs.” EB encouraged them to ask for funding.

Regarding the grant proposal idea, Steve Thomas said that SON cannot give grant funding directly to committees due to tax status issue. Timper said we will find out more from tax attorney. If not allow, we can go through Cobb to grant the funding or give it out as awards. Timper said we can start by drafting the RFP. If not allow, we can go through the Cobb Foundation. Most often the payment will just go to pay companies that do the services needed for the committees. Then the treasurer pay for the bill, thus this would not have a conflict with tax exemption status. ***Lawrence said that we should discuss about setting a budget for granting proposals. Lawrence will discuss this among the Finance Committee.*** Crow said we should decide who should oversee this RFP. Timper said the EB will review the

proposals, and the president will oversee the whole process, the treasurer will pay the bills, and we shall advertise the RFP in the newsletter and listserv. ***Kokalis-Burelle would like to ask Tenuta to set up in the website so that when new members sign up, it will automatically notify Koon-Hui Wang to add new members' e-mail to SON Listserv.***

Yan continued to report for EPN committee: They would like to prepare videos on how to apply EPNs. Timper said that the committee members were excited about making videos. Video is good for education, extension, especially for teaching a class. ***Crow would like Harit Bal to send an update of EPN committee members and their end of year report.*** Timper added that many committees did not include their activities in the end of the year report. There are misconception that committee report is to report their proposal for meeting activities. All committees need to submit their end of the year progress reports. Program chair will decide which committee to receive the funding requested.

- f. Regulatory: Steve Thomas was at the meeting and they were skyping with other members. He let the committee know about the \$5000 gift from USDA as part of the effort for this committee to generate the Widely Prevalent Nematodes (WPN) List each year. We didn't get the gift last year. So it is very important for the committee to keep updating the WPN list. Tom Power is the current chair, Russ Bullock is the vice chair. Tonia Quintero and David Chitwood are new members. ***Kokalis-Burelle asked Liaison (Yan) to remind the committee to do the WPN list.*** The committee also propose to create a nematode distribution map with the help from Joe Laforest. They planned to work with Extension Committee. Janet Brito said that there will be a "Seed-borne Nematode Disease Symposium" at the 2020 International Congress of Nematologists (ICN). ***Kokalis-Burelle asked Yan to ask them for a symposium in 2018.***
- g. Plant Resistance to Nematodes: Cynthia Gleason and Nathan Schroeder are new members, along with four more new members. This is a big committee. They proposed a symposium for next year on "Mechanisms of resistance of plant genotypes to multiple PPNs" and planned for posting a "Host plant resistance information to the website.
- h. Extension: Travis Fasje was the chair, Joe Noling is the new chair. The committee planned to work with Regulatory Committee on the nematode distribution map. They also wanted to upload existing videos on SON website, and they made a list of youtube videos to be posted online. They are not going to organize a symposium in 2018 since they had been organizing symposia for the last four years. New members: Abolfazi Hajihassani and Billy Crow.
- i. Long Range Planning: No report, all members are on the EB board, so no need liaison to report.

Eisenback suggested that we can grant students that registered as non-member a one-year membership, hope that they will continue as members next year.

Timper moved that we write a letter to students that register as non-members to grant them a one-year membership next year. Guiping Yan seconded. Discussion: Kokalis-Burelle will write a letter to the students. Steve Thomas should be able to make them SON members. Lawrence can get the list of non-member student registrants to Nancy. **All in favor, motion passed unanimously.**

Cynthia Gleason:

- j. Ecology: Zane Grabau is the chair, Marisol Quintenella is the vice chair, and they recruited 6 new members this year. ***Gleason will ask the chair to send in the committee roster to liaison soon.*** They planned on organizing a hands-on workshop in 2018 on “Multivariate analysis for nematode ecology” and they wanted to make a nematode ecological resource list on SON website. They would like to request \$2000 to invite multiple external speakers. They might want to request for more funding later but will let the program chair decide if they can get more funding. Crow said that this workshop theme is also one of the many plan listed by Biological Control committee, maybe they can collaborate.
- k. Industry: Katerina Riga is the chair. No new members. Not asking for budget. They were going to plan for a Speed Dating Social (otherwise known as one on one talking, industrial face time meeting) between students and industrial representatives. One Monroe’s representative is on the committee and is very supportive of this.
- l. Education: Ann MacGuidwin is the chair, Peter Masler is the vice chair. Gary Philips and Peter DiGennaro are new members. No budget was requested and no plan of symposium for next year. But they will develop outreach media. They also plan on recommend one nematologist to TedTalk. EB suggested that Gary Philips would be a good one to put forward for TedTalk. The committee also plan on putting “Story of economic importance” on SON website.
- m. Graduate Student: New chair is Ruhiiyyih Dyr Dahl-Young, Shova Mishra is the vice chair. All are new members. They were not sure how much budget to request. They like the student social organized this year but like to have some ice-breaker function to force people to social out of their own group. They suggested to make a sheet for them to find out who is who throughout the meeting, organize a “Scavenger Hunt” and not just limited this activity to the social time. The winner get a price. They are disappointed that there is no poster awards. They want announcement to be made about student committee meeting as very few students attend the meeting. Lawrence said that we can put up announcement on the message board, or announce it after the plenary session. They propose a symposium on “Days of our lives” by inviting professors and industrial reps. Skantar said that they can ask about “Days of our lives” during the social. They also wanted to organize a grant writing workshop. Kokalis-Burelle said that maybe they should also add in USDA scientists’ “Days of our lives”. Timper said organizing “Days of our lives” as a symposium might be too boring. Suggest to change symposium to: “Carrier options”, “How to write a 5-year plan” etc. Few years ago we invited Mary Purcell-Miramontes from NIFA to talk about grant writing. Cynthia Gleason suggested a symposium on “How to start a new company”. Billy will follow up with Ruhiiyyih.
- n. Finance committee: The committee discussed about the grant funding to be offered by EB to promote SON projects. The committee decided that we will pay the bills directly to vendors that provide services. That can avoid the tax exemption conflict.

5. Old Business:

Timper asked Jon Eisenback to send contacts of meeting sponsors so that she can send thank you letters to all sponsors. Timper will also follow up with Axel Elling to write thank you letters for industrial supports.

Cobb Foundation received less donation compared to before. Richard Davis is targeting to contact prominent people as advocate for different fund. Previously, some people requested that their donation will not go into investment fund but and just go to travel awards which is good for travel.

Timper suggested that we ask Jon Eisenback to carve a “thing” to hand off to new President because the old gavel is lost.

6. Adjournment	Lawrence moved, Timper seconded, to adjourn the meeting. The meeting was adjourned at 10:40 am EST	Motion passed unanimously.
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Respectfully submitted by Koon Hui Wang.

Approved of minutes by EB on 12/14/17 with 5 votes in favor of approval and 0 against.