

BOTANICAL SOCIETY OF AMERICA

2002 BUSINESS MEETING

Minutes

Tuesday, August 6, 2002
5-6 PM

University of Wisconsin, Pyle 313
Madison, WI

1. Call to Order and Introductions

President Judy Jernstedt called the meeting to order at 5:05 PM. Thirty-six members were present. Judy thanked members for coming to the meeting and introduced the officers: Pat Gensel, Past President; Scott Russell, President Elect; Joe Armstrong, Treasurer; Jennifer Richards, Secretary; Jeff Osborn, Program Director. Judy also introduced Karl Niklas, Editor-in-Chief of the *American Journal of Botany*, and Marsh Sundberg, Editor of the *Plant Science Bulletin*.

2. Approval of Minutes of 2001 Business

Karl Niklas moved approval of the 2001 minutes of the Business Meeting; David Lee seconded the motion. The motion was approved.

3. Officer and Committee Reports

Full reports are available at <http://www.botany.org/bsa/membership/council2002/council.html>. Officers and committee chairs summarized the important points of their reports as follows:

A. President (Judy Jernstedt).

President Judy Jernstedt reported that it had been a very busy year for the Society, with activity in a number of new directions. Our long-time Business Manager, Kim Hiser, resigned last fall. This meant that there has been a temporary reassignment of responsibilities, with fiscal duties being handled by Treasurer Joe Armstrong, assisted by an accountant, Mary Dawson, while our new Meetings Manager, Johanne Strogan, assumed the additional duties of running the Business Office. The Society also initiated steps to hire an Executive Director.

Last fall Peter Raven, Director of the Missouri Botanical Garden, invited us to move the Botanical Society of America Business Office to Missouri Botanical Garden. After a site visit by the Executive Committee, the decision was made to move. The target date to move into new renovated space is July 1, 2003. Temporary space for the Business Office will be in the renovated Taxidermy Building. The Garden has been responsive to the Society's requests and space requirements, including plans for 5-10 years' growth. The Society plans to maintain the Meetings Office in Columbus, OH. We will pay a nominal fee for space and services to Missouri Botanical Garden, to be renegotiated when the BSA endowment reaches \$8 million.

Increased outreach was identified as a priority in the BSA strategic planning session last summer. This outreach agenda was advanced through the Botany in the Curriculum Forum, which preceded the BSA scientific program at the meetings this year. The Forum was well attended and received an enthusiastic response. We are developing increased collaboration internationally and will sponsoring a speaker and participate in a roundtable discussion at the Latin American Botanical Congress in 2002.

The strategic plan included setting and working toward fund raising goals. The Society has hired Daniller & Co., development consultants, to prepare a report for fund raising strategies. President Jernstedt encouraged Society members to think of the Society in estate and charity planning.

President Jernstedt reminded members that 2006 is the Society's Centennial. The Society needs volunteers for the Centennial Planning Committee.

President Jernstedt noted that an important change was made at the BSA Council meeting with regard to sectional allocations. The new policy reallocates money based on activity at annual meetings (see appended Policy). There was discussion of what constitutes "activity". Judy agreed that a symposium and half a session was o.k. Darlene Southworth asked if we knew what Societies were going to meet with us in the future; Judy said this information would be posted on the web.

B. Secretary (Jennifer Richards)

Secretary Jennifer Richards referred interested members to her report on the Web.

C. Treasurer (Joe Armstrong)

Treasurer Joe Armstrong reported that the Society's net worth was a bit over \$2 million. Our endowment fund totaled \$1,800,000+. The fund did lose money in the stock market decline, but it did "less worse", based on changes in investment strategy made last year. Because of savings from reduction in production costs of the American Journal of Botany and some salary savings, Joe thought that we would end the year with a surplus.

Treasurer Armstrong also reported that we handled the electronic publishing set-up and its fiscal responsibilities. He noted that we are setting up an e-commerce agreement, so that we can have membership renewal over the web and accumulate data on membership. This should reduce the Business Office workload.

The budget for the 2002-2003 fiscal year, which begins Oct. 1, was approved at the BSA Council meeting on Sunday, Aug. 4. The budget was based on a conservative estimate of revenues and expenses and included the new Executive Director costs.

Nancy Morin asked whether the decline in membership was a concern. Treasurer Armstrong responded that we were paralleling other societies, but that it was a concern. He hoped that the new membership tiers would help. He also noted that the Society was taking development opportunities very seriously. Judy Skog asked how much the new expenses would

increase registration fees. Joe replied that he didn't think it would change, as the meetings were supporting their expenses.

Treasurer Armstrong commented that he didn't think that the new sectional allocation policy would change the section budget, but it would redistribute it. Judy Jernstedt reiterated that the Society was really concerned about membership. Pat Gensel suggested that we follow-up with people who dropped membership and suggested that the Executive Director might help with this. Judy Jernstedt noted that we have less control over institutional subscriptions to the Journal than membership, and that we had to make sure to provide a good journal at a reasonable price. She reported that, based on data from the Council of Scientific Society Presidents, all societies had seen a gradual decline over the last 20 years. Karl Niklas said that, in addition to ISI, where the American Journal of Botany was 18 out of 350, one of the features used by librarians to evaluate journals was use, so he encouraged members to have students go to the library to use the Journal. Judy Jernstedt reported that librarians felt that our price increase was too fast, but she added that we needed to judiciously increase costs. Chris Haufler said that libraries were monitoring e-use. Judy Jernstedt recommended that members avoid handing out their passwords and, instead, encourage students and colleagues to join the Society.

D. Editor, American Journal of Botany (Karl Niklas)

Editor Karl Niklas reported that the Journal was doing well. We had a record number of submissions and publications (356 manuscripts received, 232 published in 2001-2002.), but our quality was high. Our ISI impact factor remained the same. The time from manuscript receipt to decision was down to 1 month, while the time from final revision to publication was 4.5 mos. We decreased the backlog to about 4 issues of the Journal, which was about as much as was desirable.

Judy Jernstedt thanked Karl for his efforts in reducing the backlog while maintaining the quality of the journal.

E. Editor, Plant Science Bulletin (Marsh Sundberg)

Editor Marsh Sundberg was not present. Judy Jernstedt reported that on-line only members didn't get the Plant Science Bulletin in the last issue, but they will get both issues next time. Pat Gensel said that election ballots similarly didn't get to East Coast members. Judy reported that the Council for Scientific Society Presidents decided that they wouldn't do e-ballots. The problem for family members with voting was discussed; Judy said that the Society would fix this. It was noted that when the Society for Economic Botany went to online voting, responses increased by 40%.

F. Business Office (Joe Armstrong, Johanne Stogran)

Treasurer Joe Armstrong said that Business Office news was covered above under 3.A. and 3.C., above.

G. *Program Director (Jeff Osborn)*

Program Director Jeff Osborn reported that the Program included a new component this year, the Educational Forum, which focused on Education and Outreach. He noted that it was a good program and attendance was good. The keynote address was by Neil Campbell. There were 24 sessions and expanded workshops. Three hundred people attended. Jeff also reported that the scientific meeting had a robust program including the plenary talk, 2 Society special lectures, the Hugh Iltis luncheon talk, and Karl Niklas' Pelton Award address. Attendance was around 1000. There was a successful botanical art show and "meet the artists" session. He noted that this year we had a larger number of exhibitors, as well as reporters from National Geographic and Science News.

One very important and new event at this year's meeting was that many presenters were using computer presentations, as this was offered as a standard option. Program Director Osborn said that it would be difficult to go back to slides only. He felt that the Executive Council needed feedback on this, as adding this capability could add to registration costs in future years. Jeff noted that it costs money to rent computer projection equipment and that we took over running the meetings to take better control of programs and to keep costs low, especially for students.

Program Director Osborn reported that Karen Renzaglia and he had received an NSF Undergraduate Mentoring in Environmental Biology (UMEB) grant for increasing diversity at the Conference; this money supports bringing undergraduates to the meetings and will be available beginning this coming year.

Judy Jernstedt said that the Executive Council needs feedback about having campus-based meetings as opposed to conference center based meetings. She also asked for suggestions for future meeting sites; the things needed for a successful meeting are volunteers, proximity to an airport, and reasonable costs. She reminded everyone that they have "Great shrimp in Mobile".

H. *Webmaster (Scott Russell)*

Webmaster Scott Russell reported that there were a total of 1.6 million hits on the web site, while the American Journal of Botany website hits had increased significantly. A total of ¼ million PDF files were downloaded, which represented over 1 million pages. The Society switched to charging for access to the AJB full text, although web users can use the Search option and get abstracts for free. Scott reported that 47% of subscribers to the electronic version had activated their accounts. Of the 90 institutional subscribers, 48 had activated. Michael Christensen pointed out that unactivated institutional subscribers were denying access to their campuses. Scott replied that the Society was trying to get in touch with these subscribers. Karl Niklas asked how many institutions had only on-line subscriptions. Scott said that he could get that information, but some of the un-activated accounts may have resulted from institutions acquiring the subscription through subscription services. Nancy Morin suggested that the Society could ask in the Plant Science Bulletin for members to request that their institutions activate their subscriptions.

Webmaster Russell announced that Web operations will migrate from Oklahoma University to the Missouri Botanical Garden, where their institutional technology group will take care of some of the subscription issues.

I. Elections Committee (Pat Gensel)

Past President Pat Gensel said that nominations had been solicited and reviewed by the Committee. Loren Rieseberg and Linda Graham were nominated for President; Linda Graham was elected. Jeff Osborn and Carl Taylor were nominated for Program Director; Jeff Osborn was elected.

J. Young Botanists Awards (Pat Gensel)

Past President Pat Gensel reported that fifteen nominations were received. She highlighted the need to increase the number of nominations. Eight of the nominees received the Certificate of Special Achievement, while 7 were awarded the Certificate of Recognition.

Speaking in her capacity as Past President, Pat also noted that the Botanical Society had worked with AIBS to support its activities in public policy.

K. Financial Advisory Committee (Russ Chapman)

Members were referred to the web reports.

4. Old Business

A. Strategic Plan

Judy Jernstedt noted that this was already discussed in her report (see 3.A., above). She said that the plan would be posted on the web.

B. Other?

No other old business was raised.

5. New Business

A. Move to Missouri Botanical Garden

Judy Jernstedt referred to the comments in her report (see 3.A., above), noting again that the move was imminent.

B. Executive Director Search

President Jernstedt again referred to her comments in 3.A., above.

C. *Other?*

Karl Niklas reported that publication of the e-journal was moving ahead; Judy Jernstedt explained that the Journal could put the online journal out before it put the print version in the mail. She asked whether there were any thoughts or strong feelings about the prior publication of the e-journal. David Lee noted that this would make the time from submission to publication even shorter. Chris Haufler raised the problem with publication of names. Judy Jernstedt noted that this issue had been considered. Karl Niklas said that the e- version would have the same publication date as the print version. Judy Jernstedt said that if there were no serious objections, the Journal would proceed with the earlier release of the e-version.

6. Acknowledgments (President Judy Jernstedt)

President Jernstedt thanked Johanne Strogan, the Meetings Manager, and Jeff Osborn, the Program Director, for their tremendous efforts in organizing both the Forum and the scientific meeting. Judy also thanked Ray Evert and Ted Cochran as local representatives for the 2002 BSA meeting.

7. Adjournment

The meeting was adjourned at 6:07 PM.

Procedure for Allocating Funds to Sections

adopted by the BSA Council, Aug. 4, 2002

The Botanical Society of America (BSA) annually allocates funds to each Section for its use in forwarding the Society's mission with emphasis on promoting sectional activity at the annual meeting. The present allocation system is based on membership with large sections (Systematics) receiving \$1000 and small sections (all the rest) receiving \$700. Unused funds return to the Society at the end of each fiscal year, and the majority of these funds generally remain unused.

To continue placing an emphasis on the annual meeting and to provide active Sections with more resources to support their activities, the Executive Council is proposing a new method of allocation with some qualifications. This will result in a redistribution of resources, but the total budget for sectional allocations will not be significantly changed.

1. Sectional qualification for the annual allocation – To qualify for an annual allocation each Section must at a minimum a) be represented at the annual BSA council meeting, b) submit a report of the Section's activities in furthering the mission of the BSA, including how their allocation was used, and c) conduct a business meeting of the Section. If approved this policy will take effect in the 2002-2003 fiscal year.

2. Distribution of Allocations – Annual allocations are made on October 1, the beginning of the fiscal year, and shall be at one of two levels depending upon the Section’s activity at the last annual meeting. \$1150 shall be allocated to disciplinary Sections organizing one or more full contributed paper sessions (~10-12 presentations). The remaining disciplinary and regional Sections shall be allocated \$400. Since the activity of some Sections at the annual meeting is variable and dependent upon the presence of a co-convening society, the allocation may vary from year to year. In an effort to keep funding and participation synchronous, in those years when a co-convening society (e.g., but not limited to, Association for Tropical Biology, American Bryological and Lichenological Society, Phycological Society of America) meets with the BSA the allocation for the affiliated Section will be \$1150 for that fiscal year. If the co-convening society does not meet with the BSA in the following year, the allocation to the appropriate affiliated Section will return to the lower level. The Treasurer will notify sections of their allocational status and available funds.

3. Unused Allocations – Sections will be allowed to keep unused portions of their annual allocation for use in the next fiscal year, although the accumulation is limited to a total of no more than two years’ allocations. If unused for two years, the funds will revert to the BSA, and the annual allocation will cease until the Section petitions the BSA Treasurer for an allocation by presenting a proposed activity and budget (invited speaker, social, symposium, etc.) for fund use. Allocational funds will not be transferred to any other sectional accounts or societies.

4. Use of Allocations – These funds are administered by the BSA Treasurer in accordance with policies established by the BSA Council and Executive Committee. Direct payments of awards and honoraria are made to the recipients. Officers of the Section or chairs of the award committees must provide the name of the award recipient, name and address of the awardee to the Treasurer prior to the 5 pm on the day of the BSA banquet for the awardee to receive their award at that time. Expenses may be billed directly to the Treasurer with prior notification by a Section officer. All other expenditures are handled as reimbursements supported by receipts. All payments to non-society members should be submitted by a sectional officer.