



BOTANICAL SOCIETY OF AMERICA

Mission: *The Botanical Society of America exists to promote botany, the field of basic science dealing with the study and inquiry into the form, function, development, diversity, reproduction, evolution, and uses of plants and their interactions within the biosphere.*

The objectives of The Society are to: *sustain and provide improved formal and informal education about plants; encourage basic plant research; provide expertise, direction, and position statements concerning plants and ecosystems; and foster communication within the professional botanical community, and between botanists and the rest of humankind through publications, meetings, and committees.*

I. 2019 BSA Business Report – Introduction

The following report provides an overview of the activities of the Botanical Society of America's business office over the past twelve months. It has been an active and exciting year as we added a new hire, Amelia Neely, to fill our open membership position, finished our transition to Wiley as our publishing partner, and began the first full fiscal year with a new Executive Director. I would like to thank the Board, section leadership, and committee chairs for their support and direction. On behalf of the Board, the Society and myself, I also would like to thank our staff, Catrina Adams, Rob Brandt, Jodi Creasap Gee, Richard Hund, Wanda Lovan, Amy McPherson, Amelia Neely, Beth Parada, and Johanne Storgan, for their dedication. Your staff continues to work hard to deliver on the Society's mission and serve our members.

II. Financial Update

BSA finances are quite healthy. We ended FY2018 with a net operating income of \$151,985. This is \$116,000 above what was budgeted as the surplus for that year. Our investment account has been on quite a roller coaster over the last nine months, but has now regained more than what was lost in the downturn of the last quarter in 2018.

FY2019 income and expenses are also on track. (Please see FY2019 Budget to Actual). Key things to note about our financial picture for FY2019 so far:

- 1) Our salaries and benefits are down this year compared to last year, same period. We had previously built up a surplus in payroll funds at the Missouri Botanical Garden and have been paying MOBOT less in payroll and benefits in order to diminish that surplus. We have now almost exhausted it and will begin paying MOBOT the normal amount owed for payroll on a bimonthly basis.
- 2) Publication income is now solely reliant on the contracted amount with Wiley and is spread throughout the fiscal year. We will receive an additional \$145,000 in income prior to the end of the fiscal year. We received our first royalty payment, which stems from the sales in 2018. The royalty payment totaled \$93K.
- 3) Publication expenses are significantly lower than last year at this time, as planned. We have now been able to fully sever all previous contracts (Highwire Press, in particular) and that saves publishing expenses so that by the end of this fiscal year we will see a true financial picture of our publishing partnership agreement. Our hope is that royalties will improve over time as Wiley works on our behalf to broaden the dissemination of the journal and increase our impact.

4) As planned, income and expenses for grant activity is down as we are in the last year of the Digging Deeper education and outreach grant. The largest expenditures were captured in the early years of the grant. We have received a no-cost extension to continue the work on this grant for one more year.

5) Conference income and expenses will be noted closer to the end of the fiscal year. We anticipated making a small profit on the meeting.

As of July 19, 2019:

BSA Conference Account: \$290,013
BSA Checking Account: \$281,692
BSA Money Market Account: \$481,742

*Cash in our accounts is higher than normal. The conference account is yet to pay out most of the expenses for Botany 2019 and for the BSA checking account recall that this is the majority of the revenue we will work with for the remainder of the calendar year.

BSA Investment Portfolio

We extend a special than you to the members who donated to our endowment, the Past Presidents' Fund, and to the various BSA section and award funds. Total giving so far this year totals \$417,504 in all categories. That is 560 donations from 369 individual donors. Giving is up considerably thanks to a large gift of \$355,000 (compare with \$68,985 last year). Total BSA endowment giving so far is \$26,061, which came from 95 donors. (increase from \$22,734 on the same period last year)

As of June 30, 2018, our BSA investment portfolio (BIP) stood at **\$5,654,026**, which is a 10.5% increase from last year.

Society and Sectional Funds as part of the Total BIP
Actuals as of June 30, 2018

TOTAL MS Investment Portfolio	\$5,654,026
Designated Funds (BSA/Sections)	\$3,951,817
Undesignated Funds	\$1,702,209
BSA Designated Funds	\$1,700,572
BSA Awards	\$704,968
BSA Endowment	\$455,596
BSA Restricted Funds	\$647,988
SUBTOTAL BSA Funds	\$3,509,125
Sectional Accounts	\$122,550
Sectional Awards	\$150,956
Sectional Endowments/Restricted	\$169,186
SUBTOTAL Sectional Funds	\$442,692

Botanical Society of America			
Profit and Loss FY 2019			
11-Jul-19		FY2019 Budget	FY2019 YTD
Administration			
	Income	\$202,591	\$176,145
	Expenditure	\$491,420	\$364,386
		---\$288,829	---\$188,240
Publications			
	Income	\$751,400	\$699,028
	Expenditure	\$347,540	\$212,064
		\$403,860	\$486,964
Conference			
	Income	\$300,000	\$14,889
	Expenditure	\$298,637	\$12,739
		\$1,363	\$2,150
Education			
	Income	\$0	\$0
	Expenditure	\$46,513	\$22,546
		---\$46,513	---\$22,546
Grants			
	Income	\$556,497	\$269,331
	Expenditure	\$556,497	\$276,122
		\$0	---\$6,791
Development			
	Income	\$32,000	\$391,132
	Expenditure	\$12,645	\$8,968
		\$19,355	\$382,164
Board			
	Income	\$0	\$0
	Expenditure	\$39,400	\$28,587
		---\$39,400	---\$28,587
Operations Subtotal			
	Income	\$1,842,488	\$1,550,525
	Expenditure	\$1,792,652	\$925,411
		\$49,836	\$625,114
Sections			
	Income	\$23,500	\$21,481
	Expenditure	\$22,500	\$8,003
		\$1,000	\$13,478
Awards			
	Income	\$12,000	\$18,402
	Expenditure	\$12,000	\$34,648
		\$0	---\$16,246
Investments			
	Income	\$35,000	\$26,434
	Expenditure	\$0	
		\$35,000	\$26,434
Total			
	Income	\$1,912,988	\$1,616,842
	Expenditure	\$1,827,152	\$968,062
		\$85,836	\$648,780

III. Governance

Our contract with the Missouri Botanical Garden for our business office space and HR/payroll services comes to an end in 2020. I began negotiation discussions for a renewal of this agreement with the Garden President and Chief Operating Officer. They are keen for us to remain at the Garden, and have asked for a slight increase for rent and their services that they provide to us (mail, HR, payroll). I have asked for some improvements to the structure of our building where we are experiencing leaks with windows during heavy rains and some deterioration of exterior walls. In the last contract, the BSA paid the entire eight-year fee up front due to a significant renovation that needed to take place for our building. This time, I plan to make annual payments to the Garden. When a draft agreement becomes available, I will work with our officers to review it.

ASPT has approached us about the potential of relocating their office to the Missouri Botanical Garden and the possibility of co-locating in our building. We have responded to their questions about the feasibility of this and put them in touch with Garden leadership for next step discussions.

In the last several months (March – June), I devoted quite a bit of my time to preparing for and dealing with the audit fieldwork and draft report of the audit conducted by Brown, Smith, and Wallace. This audit was required for submission to the government due to our FY2017 receipt of more than \$750,000 in federal funds for our grants (IBC, PlantingScience, PLANTS). The findings are minimal and our response to them is part of the audit report. I thank our staff, most especially Wand Lovan and Catrina Adams, for their cooperation and time moving through this process.

Working with the BSA officers, and now the Ad Hoc Committee for Investments, we have had ongoing discussions about the BSA investment portfolio, replacements for the open slots on the Investment Committee have been assigned, and the new committee is planning to embark on a rewrite of our BSA Investment Policy which will come to the Board for approval at a later date.

BSA's Treasurer and I have been working closely to review all of the accounts/partitions within the BSA investment portfolio and discussions with sectional leaders about some of the smaller funds have begun. In addition, a new BSA gift policy has been developed for consideration by the Board.

Fundraising efforts continue and we were able to bring in several significant donations during this fiscal year. After some discussion, Dorothy Kaplan provided a fantastic gift to the Society to set up the Kaplan Dissertation Improvement Award in Comparative Morphology, an award of \$10K per year for a graduate student. We have also been approached by another BSA family who wants to potentially provide a gift to support BSA female scientists.

In the last several months, I have been training and working closely with Amelia Neely, our new Membership and Communications Manager. She has been brought up to speed in our database management (CiviCRM), web site editing and enhancement, launched a new year of membership renewals, and has revamped our society communications and emails. I also introduced her to the SSE and SEB membership services that we provide.

Other items I have been working on are:

- Overseeing a collaboration between SSE, ASPT, and BSA to share the cost of a new awards submission and evaluation system with the work of an IT contractor;
- Conference planning and oversight for Botany 2019 and 2020;

- New options for paying international award winners and symposium presenters to avoid wire transfer fees or cash payments;
- Keeping abreast of the issues and discussions about sexual harassment in STEM, in particular following the creation of a new consortium of scientific societies which we joined
- Gathering information on potential strategic planning consultants.

IV. Membership

Membership for 2018 was up 1%. We are tracking pretty much on pace with where we were last year at this same time so we don't anticipate any big changes in membership numbers from last year. Student memberships seem to be rebounding. We are requesting the addition of a 3-Year Student membership option. The 3-Year Professional membership, which was asked for by our members, and implemented in 2017, continues to see growth, however Professional membership overall have seen a decrease in the last several years. Please see the Membership and Marketing Report for more information.

Recommendation 1: It is recommended that we again hold a “new” student membership drive, in which any of our members can provide a gift membership at the rate of \$10 per student.

Recommendation 2: It is recommended that we instituted a 3-Year Student Membership option.

V. Publications

Now that the transition to Wiley is completed and we are on more stable footing, I have been able to step back a bit from overseeing the day-to-day publications issues and bimonthly conference calls. In 2019, we have been focusing on marketing, discoverability, and raising our journals' profiles and submissions. We kicked the year off with a special Publications Strategy Day this January that aided in laying out many items we can accomplish in the next 1-2 years to increase the impact and broaden the reach of our journals. This is very exciting!

For 2020, the Board has approved a 5% price increase on institutional subscriptions. However, most subscriptions are sold by Wiley as a licensed bundle. The contract with Wiley provides for a print-on-demand option for our BSA members. Wiley previously estimated the full set of print-on-demand issues to cost \$120 for printing, inclusive of shipping. This is an estimate and could increase. Therefore, members who wish to have a print copy of the journal can do so, but we recommend that the Society continue to set the price at \$175 to make sure we are covered.

Please see the Publications Report for more detailed information on the *American Journal of Botany*, *Applications in Plant Sciences*, as well as the *Plant Science Bulletin* report.

Recommendation 3: It is recommended that we offer the print-on-demand option for the *American Journal of Botany* to our members at a cost of \$175 per year.

VI. BSA Management Support Services

Working with their officer teams, BSA provides a range of support services to SEB and SSE. In the last several months I have been involved in two SSE and one SEB Board meeting, provided association management advice on several issues, written and deployed communications for those societies, and worked with our new Membership Manager to launch the renewal season for both

organizations. These two societies brought in \$60,000 to the BSA in FY2018. It must be noted that these services are run at a break-even position and allow us to carry an additional staff member to support our overall efforts. I have been working with both societies to establish formalized written agreements. The new SSE contract is complete and the SEB contract will be ready for 2020. Both societies have voted to increase their annual payments to BSA for management services - \$24,000 from SEB and \$50,000 from SSE.

VII. Botany Conference

Last fall, I oversaw the final financial reconciliation from the 2018 conference. We saw a nice profit from the meeting. Some of the Botany conference issues I have been involved with are the new Travel Ban policy approved by all partner societies, bringing childcare to our conference for the first time, and the Code of Conduct revisions and implementation with a new Committee. Please see the Conference Report for more details.

VIII. PlantingScience & PLANTS Grants

The **PlantingScience** program continues to develop, expand and improve and our \$2.88 million grant, “**Digging Deeper Together – A Model for Collaborative Teacher/Scientist Professional Development**,” is in its final year, however there will be a no-cost extension in 2020. We are continually improving the PlantingScience website with help from our contractor HUBZero, and looking to increase scientific society partner involvement and improve our outreach to more classrooms for next fall. A few publications are also “in the works.” You can read more about that in the Education Report.

Our second PLANTS grant (\$99,000) is in year 4 of 5 years of funding from NSF, supporting students from under-represented groups to attend our Botany Conferences. The Business office manages the advertisement, application and evaluation process; the communications and tracking of the selected PLANTS fellows over time; as well as mentor cultivation. The staff support on this grant is handled by the Membership and Finance Managers. For this year, I continued my work on PLANTS, but next year I will be transitioning much of its oversight to Amelia.

We also had a third grant recently approved that related to a Diversity and Inclusion initiative at this year’s conference. The grant funds travel and expenses for speakers at a special spotlight session on Monday, brings Community College and Tribal College educators to the conference, and supports the addition of 8 extra undergraduate students from local community and tribal colleges as part of the PLANTS program.

IX. IT Support

Much of the last several months, our IT staffer spent time training our new Membership Manager in web site management of botany.org, econbot.org, and botanyconference.org and working in our membership systems - CiviCRM database, which is used for BSA and SSE member data. We are looking forward to starting an overhaul of botany.org this year in conjunction with our new Ad Hoc Committee for Website Redesign. We also spent a good deal of time working with a contractor on the new awards submission and evaluation system, and tweaking the system for our needs so it can be rolled out this fall for BSA awards. It is important to note that we also spent a good deal of time responding to threats/needed changes and ongoing updates to our IT systems. Please see the IT Report for more details.