BSA Board Call MINUTES
November 6, 2019 (2-4pm Central)

In attendance: Heather Cacanindin, Ned Friedman, Shelly Gaynor, Amy Litt, Lucinda McDade, Ann Sakai, Emily Sessa, Rachel Spicer, Linda Watson, Andi Wolfe, Min Ya, Chris Martine

1. Minutes Approval
   - Board Meeting 7/27/2019
   - Board Meeting 8/1/2019 (AMENDED: Shelly's name is misspelled; extra "e" should be removed)
   - Exec Committee Email Vote 9/13/2019

Minutes are approved as amended.

2. Financial Update
   Business Office Report
   - Discussion about meeting profit and why it was so successful and yet barely yielded a profit - the venue and the food and beverages were expensive
   - Social Media Liaisons have been hired, oriented and will be paid quarterly
   - Cash accounts are high but it is money to last through the year
   - Sections have responded well to being asked to consolidate accounts
   - Q: re: Financial Advisory Committee: They have not met yet and Heather and Lucinda are working on a charge document. Suggestion that they will also advise on the budget (draft budget review and recommendation to the full Board). Their charge document includes this.

FY2019 Profit & Loss
   - FY2019 Budget to Actual still in process with pending account reconciliations with Schowalter & Jabouri, accounting firm)
   - FY Oct 1->Sept 30
   - Bottom line is that we are in very good shape
   - Generous Kaplan gift / needs formal plan
   - Accounting fees difference is due to the audit (22k)
   - Q: Why did travel go up so much this year? A: We sent several people to the Latin Am Bot Congress on Quito
   - Change in the way Sections and symposia & colloquia are now included under "Conferences" and they have not been in the past
   - Line 8500: typo; not Botany 2011 (should be 2019)

Investment Performance - September IC Report
   - IC met with Morgan Stanley investment manager at BOTANY 2019
   - discussed ESG investments (environment, social, governance - i.e., socially responsible investing)
   - Calendar year for portfolio was good and made back a significant amount that had been significantly down-valued previously
Audit Resolution with NSF
• Process of even submitting the report and corrective actions was laborious
• Report and actions have been conditionally accepted
• We do not anticipate crossing the federal funding threshold again that triggers this anytime soon

3. Sections and Funding Requests/Issues
• Sections responded well to request to simplify accounts
• It was suggested that we do not award them any money automatically and further that we consider not allowing money to roll over at the end of the fiscal year
• There is a desire to draft policy that Sections request funds in writing against a budget, with it submitted in time for conference events to be included in the program. Spring Board meeting would/could serve this purpose
• It was proposed that their own sectional dues can be used for anything
• Symposia are selected by, and funded by, the Board: Should sections be allowed to apply for more? Also, sections have been supporting colloquia; the Board does not support colloquia.
• Suggestion that we think about this for one year from now.
• It was noted that there will also be requests that come from outside of sections and that we need to think about how to handle these.
• Requests thus far have been for social stuff like mixers, breakfast
  o Most felt this was acceptable if it is for something specific and is evaluated against their budgets
  o What about travel awards for students, etc? We do it for comm coll and developing countries currently.
    ▪ It would be a different group of students each year
    ▪ Require sections to make the case for it each year
    ▪ Should students be required to be members in order to apply for funding? Mixed opinions here.
• Sections also want to request research award money
  o Not much support for this on the Board because it is already happening at the society level
  o Another point against it is that it will be annual and become a standard annual expectation
  o An informal vote -> voted down
• Sections want to award cash prizes for posters and talks at meeting
  o Sections could use dues or raise money on their own for this
  o These are small sums and the value of the award is largely symbolic
  o Again, danger that it becomes an annual expectation
• What about requests for activities at other meetings
  o Does this help with recruiting members?
  o Should we use funds to send a student to a different meeting? Varied opinions about what is acceptable with little resolution
• Lucinda summarized discussion as follows: Sections can use dues for anything. For budget requests: special case social events may be allowable; will not support research awards; will not
support symposium or colloquia through requests; travel awards to annual BOT meetings are OK for requests; sectional money ok to be used at non-BOTANY meetings and for any awards

4. California Native Plant Society Request for California's Botanist Certification Advisory Committee
   • We endorse this and our logo is on their website but it was never brought before the Board. Do we want to continue to be part of this?
   • Professionals in the field are not favorably impressed (an understatement) with this certification program. Societies have never been asked for feedback or input.
   • Board agreed that we request to be removed from their website.

Lucinda left meeting following this decision

5. Conference Update

BOTANY 2020 planning meeting: planning needs to happen early because of tourist popularity, especially with regard to field trips
   • May be Denali field trip after the conference
   • 13 symposia proposals and 17 colloquia proposals; We can fund 6 symposia and the number of colloquia is becoming a big problem
   • Conference will be in two locations that are about 5 blocks apart
   • Guidelines suggested that symposium get about 4k and colloquia get a few hundred (??)
   • Cancellation policy: If you submit an abstract but have not registered by a certain date, following some reminders, your abstract will be pulled. (Too late to implement a fee system this year.)
   • Q: re: Going greener with the conference: expense of this is venue-specific; Can we have an opt-out of the bag? Suggest bring own cup or mug?

Childcare: underutilized but popular
   • It's really expensive!
   • We could provide childcare grants that they can use however they want, but onsite won out in a survey
   • Should those using the service have to contribute?
   • Informal vote: We agreed to continue with the same model at BOTANY 2020

Emily Sessa left meeting following this decision

6. Strategic Planning
   • Membership survey: Encouraged to look carefully at member survey and think about specific questions; some questions are tracking questions for continuity
   • 15 people for strategic planning and maybe meet in May for 2 day meeting with consultant; Board will be consulted on committee composition

7. Sherry Marts and Allies Training
• Two-hour webinar training for $2k fr 10-12 people (allies)
• Suggests fairly senior people for Allies; some from Society partners
• $2k fee is considered reasonable if we can record and reuse it - she has agreed to this provided we do not post it online and make it more widely available; i.e., very restricted use.
• Previous proposal was for onsite and 4k plus travel.
• Board approved this approach
• Are we paying for this or is it a conference expense? We agreed that it would be a conference expense and split among the societies

Andi left meeting following this discussion.

8. Code of Conduct
• Emily suggested training for moderators, but we will never be able to get them together at the same time.
• Suggestion that slide could flashed up between sessions (not much support for this)
• Also consider introducing it at the Plenary and/or at the beginning of each session segment
• Develop a written document for the moderators (they already get this; need to make sure that this reaches all special sections)
• Back of name badge will have Code of Conduct contact/action information

9. Kaplan Dissertation Improvement Award
• Kaplan Committee will review these
• Lots of effort has gone into planning this
• Proposed that meeting registration be waived the year that they come to present their work at BOTANY meeting (which is a requirement)
• There is also a requirement that the recipient do some outreach (pub in AJB and talk at BOTANY meeting + non-technical abstract)
• Question as to whether there is a gift agreement in place yet? There is not. The money has been transferred but there is no gift agreement in place.
• Q: re: electronic award portal. Cost split across societies. This does exist but we are modifying it a little (needs to accept letters of reference from people); plan is that it will be ready Jan 1

9. Development
• Potential donor wanted to create an award that was restricted to women; Question about whether this is OK if we receive federal funding
• We need clarity on our policies here

Ann left meeting after this discussion.

10. General Update
• Publications report: Heather highlights that income for the year is down relative to last year
• Outreach in Aquascalientes
• Education report: Staff put through ringer with Planting Science platform trying to fix a broken system; tons of work
• AIBS / BSA is member
  • Request for additional funds to participate in President’s Roundtable
    o $2500 additional payment for new benefits
    o Agreed that too many people have left at this point that we need to circulate to the Board for feedback
    o General mixed feelings and unimpressive reaction to services and benefits

Meeting adjourned at 5:32pm