

## **Executive Committee Meeting Minutes of Sept 16, 2005 by conference call 2:00 pm CST**

The executive committee convened by conference call at 2:00 pm CST. President Gary Wolgamott welcomed everyone. By way of roll call those present were President Gary Wolgamott; past presidents Larry Koehler and Ted Michaud; vice presidents Fred Brenner, Don Roush (for Paul Yokley), Sister Rose Bast, Jack Seilheimer, Felix Velazquez-Soto, Michael Grace (report on the National Convention), BIOS editor, Lori Kelman, and Secretary/Treasurer Kathy Roush.

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The first item of business was the biennial convention report.  
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Michael Grace reported on the convention plans for May 24-28, 2006 at the Florida Institute of Technology. The registration cost would be approximately \$230 to \$240 per person. Dormitories would be available for students. Breakfast and lunch meals would be cafeteria style. Box lunches will be available for field trips. Opening ceremony meal with a speaker will be Wednesday evening.

Field trips would be scheduled for Thursday and Friday. Possible field trips were Kennedy Space Center/Space Life Sciences, Marine Laboratory in Vero Beach with snorkeling and behind the scenes tour, other local marine type field trips. Also, a possible pre-convention trip to Disney World, Sea World or Universal Studios was discussed.

The executive committee will stay in a motel on the beach. Possible shuttle or other transportation from the hotel to the campus was discussed. The hotel will provide a meeting room for the executive committee on Tuesday.

Posters could be set up Friday evening with a desert or ice cream social after the posters. The posters would be set up near the paper presentations and left up on Saturday with a time for all posters to be removed. Papers would run most of the day Saturday. It was recommended that papers should have 10 -12 minutes for presentation and 3 – 5 minutes for questions and movement for a total of 15 minutes for each paper. The person timing the papers in each room should keep to the schedule and alert the presenter of time remaining periodically during presentation.

Closing ceremony Saturday evening with dinner and a speaker was discussed. Breakfast will be provided Sunday morning.

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The second item of business was the approval of the executive committee meeting minutes of January 28, 2005. The following action was taken.  
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**Larry Koehler moved and Fred Brenner seconded the minutes of January 28, 2005 be accepted with corrections. Motion Passed.**  
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The third item of business was the vice presidents report.  
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Jack Seilheimer reported for the Western Region. Tony Schountz moved from Mesa State College to the University of Northern Colorado at Greeley and planned to continue as District Director of W-1. He reported that he would continue to work with inactive chapters.

Fred Brenner reported for the Northeast. He reported that he would continue to work with inactive chapters in his region.

Don Roush reported for Paul Yokley for the Southeast Region. The District Convention will be held March 30, 31, and April 1, 2006 in Gatlinburg. Virginia Martin retired from Queens University of Charlotte after 35 years. Virginia planned to continue as District Director of SE-1. He reported that he and Virginia will continue to work with the inactive chapters in the southeast. He also reported that the University of Northern Kentucky maybe willing to host the National Convention in 2008.

Sister Rose Bast reported for the North Central Region. Monmouth College will host the NC-1 district convention April 8, 2006. Todd Eckdahl is moving the NC-2 district convention from the biological station where it use to be held. And William Heidcamp is planning the NC-3 district convention jointly with the Minn Academy of Science. Sister Rose Bast verified that Marycrest International University was closed in 2002 and the charter needed to be withdrawn. Sister Rose Bast stated she would continue to work with the inactive chapters in the North Central Region.

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**Sister Rose Bast moved and Larry Koehler seconded that the charter of Beta Beta Beta Iota Omicron Chapter formed at Marycrest International University be recalled. Motion Passed.**  
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Gary Wolgamott reported for Crosby Jones for the South central Region. He recommended Karen McMahon from University of Tulsa for the Yokley Outstanding Faculty Advisor Award. Gary requested everyone look at the list of advisors provided and make recommendations for the Yokley Outstanding Faculty Advisor, Yokley Service Award, and Yokley Leadership Award at the next executive meeting.

Felix Velazquez-Soto reported for the Caribbean. He reported a very successful district convention with over 40 papers. The next district convention would be hosted by Zeta Beta Chapter in March. He offered to host the 2008 national convention in Puerto Rico.

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The fourth item of business was the committee reports.  
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Sister Rose reported for the Budget Committee. There was a request for an increase from \$300 to \$400 for district conventions. Any districts not using the full \$400 could return surplus money to the national office. There was a request for an additional part time person in the spring for the national office.

Gary Wolgamott suggested an investment committee form goals for the investments of the foundation. Fred Brenner volunteered to chair a committee to help set investment goals and policy for investments. Fred requested a recent statement from the investment committee.

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**Sister Rose Bast moved and Fred Brenner seconded to accept the budget. Motion Passed.**  
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Gary asked for the National Secretary/Treasurer report. Kathy reported for the national office. Six new chapters were approved.

- University of Indiana
- University of the Ozarks
- University of Louisiana/Monroe
- University of Texas/Arlington
- North Georgia State University
- SUNY at Brockport

Three chapters were installed. Four Schools were sent to the district directors for visits. The growth in new chapters seems to be steady and consistent. She requested everyone let her know as soon as possible about district conventions for 2006 so they can be published in BIOS and on the web page.

Lori Kelman BIOS editor reported for BIOS. There has been an increase in submissions. There were 23 submissions in 2004. In 2003 there were thirteen papers published. In 2004 there were sixteen papers published. Lori requested more reviewers. She announced a new category of papers called "Research Notes". BIOS is on line with BIO ONE. A year after publication the PDF files of the papers are put on the tribeta web site.

Gary asked for a possible mailing to all chapters about registration for the national convention. Fred thought a mass mailing was a good idea. One line registration with a credit card was also suggested. Gary suggested we needed an information manual for students describing grants, travel grants, awards, presentation guidelines, etc.

Gary again requested everyone make recommendations for the Yokley Awards. It would be voted on at the convention.

Gary complimented Lori and Kathy for the Milestones published in BIOS. Gary also asked if there was anything we could do as a society to help the chapters affected by hurricane Katrina. It was suggested that any action as a result of inactivity of any chapters in the affected areas of Louisiana and Mississippi be postponed.

It was requested that current email addresses for executive committee members be sent to everyone.

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**Sister Rose Bast moved and Fred Brenner seconded the motion to adjourn. Motion Passed.**  
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Respectfully Submitted,  
Kathy Roush