**Tennessee Entomological Society**

**Board of Directors Meeting via a Zoom video conference**

**February 14, 2018**

**Board Members present:**

Pat Parkman, President and Local Arrangements Committee Chair

Steve Murphree, Secretary (2017-2019) and Membership Committee Chair

Steve Powell, Treasurer (2016-2018)

Frank Hale, Historian (2012-2018)

Greg Wiggins, Past President and Nominations Committee Chair

Karla Addesso, Editor (2016-2018) Publications/Editorial Committee Chair and Constitution/Operating Procedures Committee co-Chair

President Parkman called the meeting to order at 10:05 a.m. EST.

**1. Annual Meeting** – One purpose of this meeting was to vote concerning the October 4-5, 2018 proposed annual meeting on the Agricultural Campus at the University of Tennessee, Knoxville (Pat Parkman and Greg Wiggins had provided more information regarding the availability of meeting space, etc.). Pat called for a vote to hold the annual meeting in Knoxville. Steve Powell made the motion, Greg Wiggins seconded the motion and the motion carried. Frank Hale asked Pat Parkman to contact Entomology and Plant Pathology Head Dewayne Shoemaker to ask him to welcome TES attendees. Pat Parkman and Greg Wiggins discussed including another “hot topic” at this year’s annual meeting and the possibility of having a TES member speak about the spotted lanternfly was discussed.

**2.** **Keynote Speaker** –Program Chair David Cook was absent but Pat Parkman stated that he would be in touch with David towards securing a keynote speaker. Treasure Steve Powell was asked if funds were available to pay for the keynote speaker’s travel and lodging and Powell responded that TES has the funds for this at present.

**3. Insect Festival** – Chair David Cook was absent but Pat Parkman indicated that the Livestock Arena had been reserved. Greg Wiggins said that he would talk with Jerome Grant, David Cook and Amy Dismukes to determine if the target audience will again be homeschooled children and to determine which TES members will likely bring insect displays. Greg Wiggins asked Pat Parkman about having a hemlock woolly adelgid biocontrol display and Pat agreed to prepare one for the festival. Greg Wiggins also asked about Steve Hamilton’s aquatic insect display and whether he and his students could bring this to the festival. No event insurance will be required since the festival will be held on the University of Tennessee, Knoxville campus.

**4.** **Meeting Announcement** – Pat Parkman stated that he would send the meeting announcement files to President-Elect David Cook and ask him to send out the meeting announcements twice, following the same schedule as that which preceded the 2017 annual meeting.

**5.** **Local Arrangements/Hotel Reservations** – The question of whether a conference hotel would be identified with a block of rooms for the 2018 annual meeting was asked. Greg Wiggins responded that TES usually does not pick a hotel but that a list of hotels with state rate can be provided.

**6**. **2017 Firefly** – Karla Addesso stated that she had the 2017 *Firefly* almost complete. Addesso asked Steve Powell for a list of attendees and affiliations and stated that she will send a draft of the 2017 *Firefly* out to the Board for approval. Greg Wiggins asked about when the TES Board will need to start using Dropbox or another Cloud service to store information. Karla recalled that Amy Dismukes statement that TES might have to pay $90 per year at that time. Pat Parkman indicated that TES is still waiting to learn whether the University of Tennessee’s Entomology and Plant Pathology department will continue to host TES website. Steve Powell stated that TES has the funds to pay for a Dropbox fee annually if needed.

**7.** **TES T-shirts** – Pat Parkman asked if there is a prospect of having more t-shirts made and Greg Wiggins said that he will order about 30 more of the same color as shirts which were sold at the 2017 annual meeting.

**8.** **Pre-Meeting Board Meeting** – Pat Parkman indicated that there would be a TES Summer Board meeting and said that the date and time would be determined at a later date.

**9**. **Adjournment** – A motion to adjourn, made by Frank Hale and seconded by Karla Addesso, carried, and President Parkman adjourned the meeting at 10:35 a.m. EST.

Respectfully submitted by Steve Murphree, TES Secretary

**Action Items from this Meeting:**

* Pat Parkman, Greg Wiggins and others will determine whether to include another “hot topic” at this year’s annual meeting.
* Program Chair David Cook will identify and get a commitment from a keynote speaker and work with Steve Powell to pay travel/lodging expenses.
* Pat Parkman and Greg Wiggins will locate a list of hotels with state rate and get this information to Program Chair David Cook for Meeting Announcements and the TES website.
* Editor Karla Addesso will send a draft of the 2017 *Firefly* to the Board by email for approval.
* Greg Wiggins said that he will order about 30 more TES t-shirts of the same color as before.
* Pat Parkman will work with TES Board members to schedule the date and time of the summer TES Board meeting.