**Tennessee Entomological Society**

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

**June 8, 2020**

**Board Members present:**

Karla Addesso, President and Constitution/Operating Procedures Committee Co-Chair

Steve Murphree, Secretary (2020-2022) and Membership Committee Chair

Steve Powell, Treasurer (2019-2021) and Predictions/Evaluations Committee Chair

Kaushalya Amarasekare, President-Elect and Program Committee Chair

Greg Wiggins, Publications/Editorial Committee Chair

Frank Hale, Historian

Amy Dismukes, Insect Festival Committee Chair

Pat Parkman, Awards Committee Chair, Local Arrangement Committee Chair

President Karla Addesso called the meeting to order at 2:02 p.m. CDT.

1-Approval of 2019 minutes – Karla Addesso asked for approval of the minutes of the April 30, 2020 Board of Directors Zoom meeting and asked Steve Murphree if he had received corrections/additions. Murphree stated that he had received two emails from Board members who had reviewed the minutes and had no corrections/additions. Greg Wiggins moved to approve the minutes; Amy Dismukes seconded the motion; the motion carried.

2-Virtual ESA Annual Meeting - Karla Addesso referenced the recent ESA Governing Board announcement that the 2020 annual meeting would be held virtually. Addesso said complemented the cadmiumCD conference services that will be used, but stated that cadmiumCD is out of our price range. Questions about the virtual ESA annual meeting followed, particularly inquiring if the program deadlines would change. Addesso replied that she would let Board members know if the dates changed and said that a virtual meeting will be good for international attendees.

3-2020 TES Annual Meeting – Karla Addesso said that Pat Parkman had followed up with UT, Knoxville since the April 30 Board meeting, and, after recent scheduling changes at UT, she had suggested that we plan for a virtual 2020 TES annual meeting. Addesso also favored a plan for the keynote speaker, student paper competition and annual business meeting all on the same day. Greg Wiggins agreed and stated that with UT’s abbreviated fall semester schedule it would be difficult to reserve large spaces not being used by students who would be on campus on Friday, October 9 with social distancing guidelines.

Addesso stated that TSU students have no Friday classes but that could change since their fall semester plans have yet to be announced. Karla asked if a Saturday TES meeting would be better but thought that students would prefer a Friday instead of a Saturday meeting. Greg Wiggins proposed that the meeting be held on Friday afternoon, beginning at noon or 1:00 p.m. It was pointed out that the EPP Seminar was held on Fridays and Karla Addesso asked if the October 9 speaker could be the TES keynote speaker.

Addesso anticipated that more students from across the state would participate in the student paper competition, especially if the Board does a good job of promoting our virtual 2020 meeting. Amy Dismukes said that the virtual format would be less intimidating for students and would be a good way for them to practice for later public presentations. It was suggested that the business meeting might be held on Friday morning with the annual meeting beginning with the keynote address at 10:00 a.m. It was also suggested that a 30 minute annual business meeting could be held on a separate day. Karla Addesso suggested that, for now, the Board could leave the meeting start window at 10:00 a.m. to noon. Karla Addesso advised that a different person other than Kaushalya Amarasekare or herself moderate the annual meeting Zoom sessions. ***Greg Wiggins indicated that he had had some experience leading webinars. It was suggested that Wiggins take the lead on this***. It was also noted that the student paper competition judges would need the paperwork well in advance of the competition. Kaushalya Amarasekare asked Greg Wiggins how that questions to student presenters would be handled. Wiggins responded that he was aware of ways to handle questions and to avoid shenanigans like Zoom bombing, etc. Steve Murphree asked if others had used Go To Meeting, but stated that it likely was a subscription service. Amy Dismukes asked if other had used Microsoft Teams for meetings. Karla Addesso reported that she had experienced a problem with Microsoft Teams. Dismukes also reported that she had seen Webex software used effectively at the BASF meeting but that there is a cost to use it. Greg Wiggins asked Pat Parkman about the EPP Friday Seminar and who was in charge for fall semester (Jerome Grant or Sarah Boggess). Karla stated that she will email Jerome Grant towards having the TES keynote speaker as the the EPP Seminar speaker. ***Karla Addesso asked Greg Wiggins and Pat Parkman to find out if there are better options available to us than Zoom*** and stated that we need to come up with best practices to be announced at beginning of meeting, e.g., raised hand for moderator to recognize.

Greg Wiggins requested a vote to officially move to the October 9 TES annual meeting to a virtual format. Karla Addesso agreed; Wiggins made the motion; Pat Parkman seconded; the motion carried. Greg Wiggins asked Kayshalya Amarasekare if she had keynote speaker ideas. Karla Addesso stated that the virtual meeting format expands our geographic reach for a keynote speaker. Wiggins suggested that the topic of biodiversity and climate change might be a good one and recommended that the assistant director of NIMBioS (located on the UT, Knoxville campus), Mona Papes, be considered Addesso stated that it is also nice to highlight people in Tennessee who are working on biodiversity and climate change. ***Kaushalya Amarasekare said that she would make contact with Mona Papes, communicate the meeting date, how many attend, virtual format, and a possible keynote address in the morning to see if she is available and interested***. Addesso reported that other societies have seen at least a 20% increase in attendance with virtual meetings, since there are no travel costs and it is easier to participate. Amy Dismukes re-emphasized that it will be important how we will promote our first virtual meeting.

***Karla Addesso requested that Greg Wiggins and Kaushalya Amarasekare keep Board members posted on developments regarding the October 9 annual meeting.*** Addesso also stated that she planned to send out information about our virtual meeting to TES members earlier than has been typical in past years. She also pointed out that it will be important to see how many students will participate in the student paper competition since that would help us know how much time to allow for the keynote address. Addesso also noted cadmiumCD being used for the ESA annual meeting allows for pre-recorded presentations that can be edited slide by slide.

Greg Wiggins asked if we need to charge registration fees for our 2020 annual meeting or absorb the cost for this year. Karla Addesso said that it might not set a good precedent to not charge for meeting registration for TES in the future. It was proposed that only the annual membership fees regular members be collected in 2020 and that these could be sent as checks to Steve Powell by U.S. mail since TES currently does not have an online payment system. Powell indicated that we had sufficient funds to not require a 2020 annual meeting registration, provided that we proceed with annual regular membership renewals. ***Karla Addesso stated that after we have reports from Greg Wiggins and Kayshalya Amarasekare, she would plan another Zoom Board meeting***. It was pointed out that we will need to estimate the numbers of participants for the annual meeting. ***Addesso indicated that she will send an email to the TES membership asking members to add the date to their calendars and requesting feedback***. Kaushalya Amarasekare asked that if the meeting begins at 10:00 a.m., how will time for lunch be handled. Karla Addesso preferred that meeting participants log back in to the virtual meeting after lunch, rather than having lunch during the keynote address. It will be important that we get participants to log back in in the afternoon.

Greg Wiggins moved that the meeting be adjourned, Frank Hale seconded the motion; the motion carried.

The meeting adjourned at 2:51 p.m. CDT

**Action Items: *highlighted above***

Respectfully submitted by Steve Murphree, TES Secretary