

## TES Board of Directors Meeting – July 17, 4 – 5 pm ET

<https://tennessee.zoom.us/j/98961432129>

Attendance: Jennifer Tsuruda, Karla Adesso, Karen Vail, Pat Parkman, Steven Murphree, Jason Oliver, Cindy Bilbrey, Frank Hale

### 1. Approve Meeting Minutes for February - delayed until next Board Meeting

- Karla emailed February minutes during the meeting on July 17<sup>th</sup>. The board will approve them and July 17<sup>th</sup> minutes together at next meeting.

### 2. Annual Meeting Location, Date and Theme

- Karla reserved the workshop rooms at TSU Otis Floyd Nursery Research Center, McMinnville, TN,
- Address 472 Cadillac Lane, McMinnville, TN
- Oct 9 – 10 UT fall break
- Theme – Looking back & looking ahead

### 3. Keynote Speaker

50 Years of TES – Frank Hale (historian) and Pete Obenauer

- Frank has his own pictures; send others to him
- ACTION: Karla will ask Nick Gawel (Center Supervisor) to give welcome– 5 minutes max
- Do we want to recognize/invite Bobbi Wilson via Zoom – 9 yr. old budding entomologist from NJ – neighbor called police on her catching spotted lanternflies; maybe after school time to be recognized.
- ACTION: Jennifer will attempt to contact Ms. Wilson’s parents to see if this is a possibility.

### 4. Insect Festival

- No insect festival this year: No coordinator, Warren County Schools on Fall Break Oct. 9 - 13; TSU does not have “working with minors” training.
- ACTION: Karla will find out if TSU has required ‘working with minors’ training for future information.

### 5. Meeting Announcements and Google Form

- Jennifer is currently editing the google form for speaker submissions, so the output is correctly formatted for the program. Email needed for speaker only. The response page

will contain the submission confirmation. She will also put a link for the UT Vault for presentation upload.

- Presentations will be uploaded via UT Vault and sent to Jennifer prior to the meeting to make meeting run more smoothly.
- Karla will create a registration form through PayPal or Venmo to send receipt upon payment. Registration & membership fees will be collected together.
- ACTION: Karla will create registration and send link to Jennifer by Aug 7th
- ACTION: Jennifer will update the Google Form for abstract submission and announcement with new logo
- ACTION: Karla will contact ESA about 50<sup>th</sup> anniversary of TES; submit announcement from Jennifer.
- ACTION: Frank will send summary of TES 50<sup>th</sup> Anniversary to Karla; Karla will see about getting it published in Entomology Today blog and in ESA announcements.
- ACTION: Jennifer will send announcement with forms on Aug 7<sup>th</sup> first message out; Reminders, Sept 6<sup>th</sup>, Sept 20<sup>th</sup> for Sept 22<sup>nd</sup> deadline.

## 6. Local Arrangements/Hotel Reservations

- Karla Adesso and Jason Oliver suggest Hampton Inn has state rate, Best Western another option.
- 3 camping spots (six 4-person tents, 6 cars or 24 people max) were reserved by Karla at Smooth Rapids Campground for Oct 9<sup>th</sup>. Karla will handle sign up.
- TSU staff (Alfred/Nadeer) will host a nighttime insect collecting activity at campground
- ACTION: Karla will print 50<sup>th</sup> anniversary logo for the podium.
- ACTION: Karla will confirm dinner at Smooth Rapids restaurant or another location.

## 7. Firefly

- Where is FireFly 2021 and 2022? Pete tried to contact Greg for 2021 abstracts (Pete has conflict and is unable to attend today's meeting)
- 2021 FireFly abstracts may be missing. Worst case scenario we will have the program and not the abstracts.
- Action: Pete will update the by-laws in future Firefly once approvals are complete.

## 8. Meeting t-shirts, swag and banner

- TES T-shirts – Don't need to create more t-shirts
- ACTION: Steve Murphree will order 50<sup>th</sup> Anniversary Pins (50) will be ordered using logo of award-winning design by Ilyse Zincone

## 9. Membership

- Updated excel sheet on Google Drive with additional contact names and emails through efforts of Karla Adesso, Steve Murphree, Pete Obenauer, Jason Oliver and Karen Vail

## 10. Awards Committee

- ACTION: Pat will update the Student Competition Announcement
- ACTION: Pat will update paper competition evaluation so it's the same as ESA
- ACTION: Pat will update the Bruer Award announcement
- We will award the Henry Williams award to the Tennessee 4-H honey bee essay national winner.
- ACTION: Jennifer Tsuruda will provide name and contact of honey bee essay winner to Pat.

## 11. Entomology Week Proclamation

- ACTION: Steve Murphree will contact Steve Hamilton and ask about tweaking the proclamation for the 50<sup>th</sup> anniversary and submitting it for this year.

## 12. Nomination Committee - Vacancies

- Members-at large only serve 1 year at a time; Pat Parkman and Cindy Bilbrey both can be re-nominated.
- Jason Oliver said he would consider running for member-at-large
- We need a President-elect nominee. Jennifer Tsuruda said she has suggested the role to another faculty member. Karen asked Jason if he would consider this role or member-at-large.

## 13. Publicity

- ACTION: Karla Adesso will post meeting announcements to TES Facebook once finalized.
- ACTION: Karen Vail will update TES Annual meeting on website once finalized.

## 14. Predictions/Evaluations

- Cindy Bilbrey will provide updates on invasives after business meeting Oct. 10
- ACTION: Cindy will check the committee requirements in the current policies to see what is relevant going forward and suggest changes

## 15. Constitution and Operating Procedures

- Board made additional changes to the Bylaws as a group.
- ACTION: Karla, Jason and Steve M. will make additional edits to the Bylaws and Policies before bringing back to Board by end of August meeting.

- We will set a date to finalize changes to Bylaws be distributed to the members – prior to meeting;
- ACTION: Karla will send a when-to-meet for end of August to discuss bylaws changes and approve prior minutes.
- ACTION: Karla will check to see if Bylaws state a date prior to voting.

#### **16. Pre-Meeting Board Meeting October 9, Business meeting Oct. 10 and Post-Meeting Board Meeting October 10?**

Karla suggested holding a short meeting the week prior to the 9<sup>th</sup> if there is anything the board needs to discuss.

ACTION: Karen will check in when meeting is closer to see if another meeting of the board is necessary prior to Oct 9th.