

August 6, 2016

2016 MSA Council Meeting Minutes

338 Koshland Hall, University of California-Berkeley

Call to Order, Introductions, and Approval of Minutes

The 2016 MSA General Council meeting was called to order at 9:10 am on Saturday, August 6, by President O'Donnell. Attending were President Kerry O'Donnell, President-Elect Georgiana May, Vice President Tom Volk, Treasurer Sharon Cantrell, Executive Vice President Sarah Bergemann, Councilors Marin Brewer, Katherine Bushley, Terry Hill, Nicolle Hynson, Andrea Porras-Alfaro, Steve Rehner, Matt Smith, and by video conference Meritxell Riquelme. Unable to attend were Past President Jean Lodge, and Past-Past President Joey Spatafora. Invited guests included Executive Editors Keith Seifert and Chris Schardl, incoming Councilors Todd Osmundson and Else Vellinga, Student Section Chair Jessie Uehling, Student Section incoming Vice-Chair Terry Torrez Cruz, and past Executive Vice President Lori Carris. Executive Vice President Bergemann had distributed electronic copies of the annual Council meeting packet by email on Friday, July 22. The annual meeting packet included the meeting agenda, the 2016 annual reports, minutes of the 2015 Council Meeting held in Edmonton, Alberta [*Inoculum* 66(5)], minutes of the 2016 Executive Council midyear meeting held by teleconference [*Inoculum* 67(2)], Action Items from the midyear Executive Council midyear meeting, the 2015-2016 Official Roster and copies of the MSA Constitution and Bylaws. The Appendices included a draft policy on posting to social media by the Electronic Communications and Webpage Committee, a revised contract from Allen Press Membership Services, Allen Press' responses from the initial contract review, MSA Set-up and Quarterly Fee Synopsis, guidelines for submission of Research, Student, and Mentor Student Travel Awards, MSA policy on diversity and anti-harassment measures, and MSA Best Practices guidelines for MOP and Committee assignments. An addendum was sent out to Council Meeting participants on Tuesday, August 2 that included the annual report of the Environmental Health and Medical Mycology Committee.

Motion: Executive Vice President Bergemann referred to 2015 MSA Council Meeting minutes in the Council packet, asked if there were any corrections. *Motion approved*

Officers' Reports

- 1. President's Report:** President O'Donnell thanked Keith Seifert for his work on the Taylor & Francis (T&F) contract to publish *Mycologia*. The first issue published by T&F will be January 2017. Key features of the agreement include elimination of page charges, unlimited color for publishing online, and financial support of the Editorial Office. T&F will cover costs for copy-editing, printing, distribution, and marketing, and will return member dues to the Society. Plans to contract with Allen Press for association management services not provided by T&F were discussed later in the Council meeting (see **New Business**). A contract was signed with Middleton Advisory LLC to provide investment advisory services to manage MSA's endowment, and President O'Donnell thanked Jean Lodge, Sharon Cantrell and Lisa Castlebury for their work to obtain bids. President O'Donnell

acknowledged *Mycologia* Managing Editor Cathie Aime and Executive and Associate Editors, outgoing *Inoculum* Editor Julia Kerrigan, Editorial Advisory Committee Chair Don Natvig, the MSA Officers and Councilors, with particular thanks to Executive Vice President Bergemann, outgoing Treasurer Sharon Cantrell, and four Councilors whose terms end at the conclusion of the 2016 meeting—Meritxell Riquelme (Cell Biology/Physiology), Marin Talbot Brewer (Ecology/Pathology), Steve Rehner (Genetics/Molecular Biology), and Matt Smith (Systematics/Evolution).

2. **President-Elect's Report:** President-Elect Georgiana May referred to her annual report, and noted the efforts of those involved in the transition to Taylor & Francis and financial management of the Society, and commented that MSA is doing well financially for the size of the Society. President-Elect May referred to the activities of the ad hoc Diversity Committee, which included a survey of member diversity, improved access to child care at the annual meeting, organization of a Career Lunch at the 2016 meeting, and drafting anti-harassment policy and statements for the Society (see **New Business**). Other activities include committee appointments, and working with Marin Talbot Brewer and Clark Ovrebo on arrangements for the 2017 meeting in Athens, Georgia.
3. **Vice President's Report:** Vice President Volk described the process for identifying candidates for the Spring elections, and summarized the results (see Vice President's annual report). Only four paper ballots were returned. Vice President Volk suggested shortening the balloting period, which was one month this year, and reported a 42% response on the ballots.
4. **Treasurer's Report:** Treasurer Cantrell reported that the Society awarded \$51,500 this year, including 15 Mentor Student Travel Awards. Treasurer Cantrell recommended that Council consider increasing the amounts of the travel awards in the future. She noted the \$20,000 anonymous donation for the Forest Fungal Ecology Award, and the new Lichtwardt Research Award. Treasurer Cantrell reported that the Society is not making money on *Mycologia* and needs to work on increasing subscriptions. She thanked Membership Committee Chair Andy Wilson for his efforts in reaching out to lapsed members. The Society signed a contract with the Puerto Rico Convention Center for IMC11 with an advance from IMA, and received approximately \$13,500 in revenues from JSTOR.

MOTION: To give MSA Executive Vice President signature authority on MSA accounts. *Motion approved.*

5. **Executive Vice President's Report:** Executive Vice President Bergemann summarized the items in her annual report, including 12 email polls conducted since her last *Inoculum* column, and two new graduate student award including one named the Blackwell Award. Executive Vice President Bergemann worked with Taylor Hrabe (Allen Press) to clean up the membership database, with Vice President Volk on the Spring Ballot, and responded to a large number of emails. She noted the 188 new members, double the number from last year, and that many of those invited to participate in symposia at this year's meeting had joined the Society.

Publications Reports

6. ***Inoculum*:** President-Elect May provided a brief update on the search for a new *Inoculum* Editor.

7. **Website:** President O'Donnell provided a summary of the website transition and redesign process. Allen Press will work with the Electronic Communication & Web Page Management Committee on the transition, with a scheduled September launch of the new website. Council recommendations for the new website included the need for input from a broad representation of the Society and a site that captures attention. Suggestions for the website included a peer-reviewed "Fungus of the Month", "Fungus in the News", and translational articles that enable a general audience to interpret members' research. President O'Donnell recommended input from the Special Expertise Committees. Executive Vice President Bergemann noted that Andy Methven and members of the Education Committee have agreed to develop and revamp educational materials for the website, including materials from an Education Workshop to be held at the 2017 Athens meeting, and will work with the Student Section. Executive Editor Keith Seifert pointed out the need to break down boundaries between the website, *Mycologia*, *Inoculum*, and incorporate more interactive communications such as podcasts.
8. **MSA Social Media.** Council discussed the need for a policy on postings on MSA Facebook, Twitter, and other types of social media, as well as ways to generate more interest in the Facebook site. There was some disagreement on what types of postings should be encouraged.

Action Item: Tom Volk will develop a Social Media Moderator presence for MSA.

Action Item: Todd Osmundson and Tom Volk will work with the Electronic Communications & Webpage Management Committee to draft a policy on social media to distribute to Council.

9. Meetings

- a. **MSA 2017**--Marin Talbot Brewer provided an update on MSA 2017 in Athens, which is scheduled for July 15-19 at the Classic Center. Venues for the reception, social, and banquet have been identified, blocks of rooms in nearby hotels have been reserved, and dormitory accommodations will also be reserved. The foray will likely be in the Georgia Mountains, and there will be access to classrooms with microscopes for foray participants.
- b. **IMC 11**--Treasurer Cantrell provided an update on IMC 11, noting the website (www.IMC11.com), and the Oct. 30 deadline for symposia. In order to keep registration affordable (~\$550), registration waivers will not be available for symposium speakers, and symposium organizers are encouraged to find sponsors. There was \$20,000 identified in the IMA proposal to support student travel, and \$20,000 to support travel for early career scientists and postdocs. Awards Coordinator Andrea Porras-Alfaro asked for award descriptions by early 2017, and suggested the need for awards for international members. A company has been identified to handle abstracts, and a contract is ready to sign. Another vendor will need to be identified to handle registration. Professor Paola Bonfante (Universita di Torino, Italy) will be the keynote speaker.
- c. **MSA 2019**—Council discussed a proposal to hold MSA 2019 in Ensenada, Mexico and the potential impact of having back-to-back meetings outside the continental U.S. Vice President Volk and President-Elect May agreed to work together on a proposal to hold MSA 2019 in Minnesota or Wisconsin.

Action Item: Sharon Cantrell will obtain bids for conference registration services for IMC 11.

Action Item: Georgiana May and Tom Volk will develop a proposal for the venue for MSA 2019.

10. **Special Sections Reports—Student Section:** Student Section Chair Jessie Uehling and incoming Vice-Chair Terry Torrez Cruz reported on the events at MSA 2016 organized by the Student Section, including the Board Meeting (Aug. 7), Student Social (Aug. 8), Student Section Poster, and Professional Development Workshop (Aug. 11), and other activities of the Student Section as described in the annual report.

11. **Committee Reports:** Executive Vice President Bergemann referred to the committee reports available in the Council Meeting booklet. Council discussed whether student recipients of research awards should be required to provide a short report or update.

Action Item: Sarah Bergemann will provide awards committees a history of awards for the past six years along with the relevant section of the MOP that incorporates guidelines for improving diversity within the MSA.

Action Item: Sarah Bergemann will contact the Endowment Committee to convey that every individual making a donation to the Society should receive a letter of thanks.

Action Item: Andrea Porras-Alfaro will circulate to Council a draft letter for student award recipients regarding tax reporting guidelines.

12. New Business

- a. **New Committee Appointments:** President-Elect May reported on progress towards identifying a Finance Committee Chair, and *Inoculum* Editor. Council discussed alternate formats for *Inoculum*.

Action Item: Sarah Bergemann will obtain estimate from Allen Press on producing *Inoculum* in html format and providing secure site for archiving.

- b. **Allen Press revised contract for Membership Services:** Executive Vice President Bergemann provide background on the contract and referred to the revised contract including cost structure provided in the appendices of the Council Meeting booklet.

Motion: Executive Vice President Bergemann motioned to approve the Allen Press contract, seconded by Vice President Volk. *Motion approved*

- c. **Research and Student Awards:** Council discussed a draft conflict of interest guidelines developed by David Geiser, Tim James and Brian Perry, included in the appendices for the Council Meeting booklet, and the need for agreement of awards submission criteria among descriptions on the website, in *Inoculum*, and in the Manual of Operations.

Action Item: Sarah Bergemann will send out a combined Conflict of Interest statement for review by Council.

Action Item: Andrea Porrás-Alfaro will work with the awards committee chairs to develop awards descriptions based on the latest information provided in *Inoculum* as a starting point, and incorporate Conflict of Interest and Best Practices guidelines.

- d. **Diversity Committee:** President-Elect May presented a proposed amendment to the MSA bylaws to include a diversity statement and establish a Diversity Committee as a standing committee, and distributed a draft description of the Diversity Committee for review by Council. The proposed amendments were included in the Council Meeting booklet appendices. Council provided suggestions on the proposed wording in the diversity statement, reporting structure for harassment complaints, the need for training for those individuals designated to receive complaints, and on the description and composition for the Diversity Committee. Council also discussed whether MSA should collect demographic data as part of the membership renewal process.

Action Item: Georgiana May will change wording in proposed amendment to “No form of discriminatory or harassing conduct by or towards any member, vendor or other person in MSA sponsored activities, meetings, or communications will be tolerated” “Any individual who believes she/he has been subjected to harassment should report the harassment to the Executive Vice President, the President, or other member of Executive Council” and will add conflict of interest statement, training, and reporting of criminal activities.

Action Item: Student Section will put together a Wiki site for first time meeting attendees.

Action Item: Georgiana May will ask the chairs of the awards committees to incorporate best practices and make appropriate changes to the Manual of Operations.

Action Item: Sarah Bergemann will work with committee chairs to modify Manual of Operations before the call for awards nominations, and will make the history of the awards available to the committees.

Action Item: Andrea Porrás-Alfaro will get a general statement on the awards website on equal opportunity.

Action Item: Georgiana May will incorporate recommendations from Council discussion to modify the Diversity Committee description and will send out to Council for approval.

Action Item: Sarah Bergemann will coordinate with Allen Press to gather demographic information as part of membership renewal.

Motion: Council was asked to extend ad hoc status of the Diversity Committee until permanent committee status is approved by member vote. *Motion approved*

- e. **Specific Expertise Committees:** President-Elect May led the Council discussion on a 2015 action item to look into whether to sunset these committees. Council discussed the history of the committees, concerns over the vagueness of their charge, challenges in populating committees, and provided suggestions for providing more focus to the committees.

Action Item: Georgiana May will explore how to make changes to By-Laws to give more flexibility in Specific Expertise Committee composition and terms of appointment.

- f. **Fall Ballot:** Executive Vice President Bergemann presented the items that will be on the Fall 2016 Ballot, including proposed changes to bylaws to establish Diversity Committee, anti-harassment statement, and changes to lifetime membership dues.
- g. **Membership Renewals:** Council discussed ways to reach out to lapsed members to encourage them to renew their membership, including having letters sent out by Allen Press.

Action Item: Sarah Bergemann will look into how to make the lapsed membership list available to Council.

Summary of Action Items from 2016 Executive Council Meeting: Only two Action from the Executive Council in 2016 were discussed; 1. Whether *Mycotaxon* was to be published by Taylor & Francis; Keith Seifert mentioned that this would involve negotiations with the Korf family; 2. Two members of Executive Council (both AAAS Fellows – President, Kerry O’Donnell, Past-President, Jean Lodge, and Corby Kistler) formed an ad-hoc committee to find potential nominees for AAAS fellows; however, no fellows were identified since a requirement is that they subscribe to Science for 4 years prior to nomination.

President O’Donnell adjourned Council at 3:36