

July 15, 2017

2017 MSA Council Meeting Minutes

Classic Center, Willow Room

Call to Order, Introductions, and Approval of Minutes

The 2017 MSA General Council meeting was called to order at 9:35 am on Saturday, August 6, by President May. Attending were President Georgiana May, President-Elect Tom Volk, Vice President Sharon Cantrell, Treasurer Chris Schardl, Executive Vice President Sarah Bergemann, Past-President Kerry O'Donnell, Past-Past President Jean Lodge, Councilors Kathryn Bushley, Lisa Grubisha, Heather Hallen-Adams, Todd Osmundson, Andrea Porrás-Alfaro, and Else Vellinga. Unable to attend were Councilors Terry Hill and Nicole Hynson. Invited guests included Executive Editor Keith Seifert and Managing Editor Brian Shaw, incoming Councilors Robby Roberson and Conrad Schoch, Local Arrangements Coordinator Marin Brewer, Foray Coordinator Tony Glenn, Program Committee Chair Clark Ovrebo and Student Section Chair Chris Smyth. Executive Vice President Bergemann had distributed electronic copies of the annual Council meeting packet by email on Saturday, July 8. The annual meeting packet included the meeting agenda, the 2017 annual reports, minutes of the 2016 Council Meeting held in Berkeley, CA, minutes of the 2017 Executive Council midyear meeting held by teleconference, the 2016-2017 Official Roster and copies of the MSA Constitution and Bylaws. The Appendices included MSA Accounting Statements (balances on Endowments) from January 1, 2016 – September 30, 2016 and Investment Earnings for 2017.

Local Arrangements Coordinator Marin Brewer provided a summary of registration for the annual meeting (309 registrants) and reported that nearly half of the registrants were students. Marin Brewer also recognized the sponsorship from UGA, reported that all the hotel rooms and dorms were booked, and thanked Cynthia Chan for her efforts in coordinating.

Foray Coordinator Tony Glenn reported that the registration for the foray to Unicoi State Park in Helen, Georgia, and was at capacity with 106 registrants. Three UGA buses were transporting the participants; a 3-mile trail (one-way and downhill) to the Bavarian alpine village (Helen) was planned. The registrants included high school teachers participating in a NSF-STEM sponsored workshop for high school teachers organized by Marc Cubeta.

Program Chair Clark Ovrebo reported that the program for the annual meeting included 225 presentations and only 2 cancellations. Allen Press was contracted to perform many aspects of the meeting management including designing and printing the program book and registration. Oxford Abstracts was contracted for abstract submission and this allowed abstracts to be divided into sub-disciplines for organizing the program.

Motion: Executive Vice President Bergemann referred to 2016 MSA Council Meeting minutes in the Council packet, asked if there were any corrections. Treasurer Chris Schardl motioned to approve the minutes (seconded by Vice President Volk). *Motion approved by Council.*

Officers' Reports

1. **President's Report:** President May referred to her annual report and thanked all the MSA volunteers for their efforts. President May discussed some of the major accomplishments for her term including securing a contract for the annual meeting management in collaboration with the Program Chair Clark Ovrebo, Local Arrangements Coordinator Marin Brewer, and Executive Vice President Sarah Bergemann. President May also noted the activities of the ad-hoc Diversity and Inclusion Committee, which included a statement of diversity for inclusion in the MSA By-laws and Constitution (approved by MSA Council and membership), the granting of the permanent status of the Diversity and Inclusion committee (approved by MSA Council and membership), and the organization of a Career Lunch for the annual meeting. President May also noted that the shift in investment to Middleton Advisory LLC has resulted in a proactive management of MSA investments and this involved coordinated efforts by the MSA Finance Committee Chair Jean Lodge and former Finance Committee Chair Lisa Castlebury. President May also announced that the 2019 annual meeting will be held in Minneapolis, MN and MSA owns the rights to the software for the 2017 annual meeting which can be used for future meetings.
2. **President-Elect's Report:** President-Elect Tom Volk referred to his report and noted that education was a primary focus for his term. Volk continued discussions outlining an agenda for his term to develop a webpage for "Fungus of the Month" and "Fungus in the News" with translational articles for a general non-mycology audience. Volk noted that other accomplishments included MSA committee appointments and revisions to the MSA Manual of Operations, which included updating the manual of operations to include recommendations on promoting diversity in the MSA. Volk also noted that a few of the appointments were still needed including the MSA Finance, Endowment, and Program Committees, and an Editor of *Inoculum*.

Action Item: Executive Vice President Sarah Bergemann to send the MSA Manual of Operations to the Diversity and Inclusion Committee for review, comments and suggestions.

3. **Vice President's Report:** Vice President Cantrell summarized the results of the ballot including the proposed changes to the MSA Constitution (all approved) and the election of officers noting that the Vice President election was very close. Vice President Cantrell thanked all councilors and officers for participating in the election and noted that David Geiser should be encouraged to run for election in the future. Vice President Cantrell reviewed the process for nominations of officers and councilors and suggested that MSA members should be informed of the process of nominations and encouraged to form coalitions to prevent a single nomination; this process should be clarified in the call for nominations.

Action Item: Vice President should clarify the process for nominations in the call for nominations.

4. **Treasurer's Report:** Treasurer Chris Schardl reported that the MSA was in great financial shape with nearly \$200,000 in the US bank account, unrestricted funds totaling \$732,000 and restricted funds totaling \$778,000. Schardl noted a 4.7% increase over the last 8 months in endowments and

reported that revenues of over \$80,000 were received from Taylor & Francis. Treasurer Schardl noted that the MSA may incur additional expenses by filing tax returns using the services the Accounting Firm Mize Houser & Company (IRS extension filed) and possibly hiring a tax specialist to evaluate MSA's non-profit entity status. Treasurer Schardl reported that the MSA provided funding from restricted funds for 18 mentor travel awards for the meeting (totaling \$13,500), \$47,450 for 19 research awards, \$7500 for the Student Awards, and \$1000 for the Alexopolous Prize.

5. **Executive Vice President's Report:** Executive Vice President Bergemann summarized the items in her annual report including the 12 email polls conducted since her last annual report, and 124 new members that will be presented for approval by membership at the business meeting.

Publications Reports

6. ***Mycologia*:** Managing Editor Brian Shaw referred to the Editors annual report and noted that two print issues of *Mycologia* (109.1 and 109.2) were published and mailed to subscribers in 2017; a third issue is being populated. The journal impact factor for 2016 was 2.55, a minimal decrease from 2.638 in 2015. Shaw noted that *Mycologia* has received 130 manuscripts from January to date (147 total for the calendar year), the average time for first decision on manuscripts was 50 days; the average time from submission to final decision was 56 days. Shaw also announced that Executive Editor Frances Trail is stepping down from the Executive Editors of *Mycologia*; Executive Editors Keith Seifert and Chris Schardl mentioned that expertise in systematics and taxonomy of basidiomycetes was needed in Executive Editors. Shaw also noted that the *Mycologia* Editors meeting was planned on Monday, July 17, and Lauren Herman and Mike Amato from Taylor & Francis would be there to discuss any issues and marketing strategies for the journal. Shaw also thanked Cathie Aime for her service as Managing Editor.

Action Item: Managing Editor Brian Shaw should send the instructions for accessing *Mycologia* to MSA members from Taylor & Francis.

Executive Editor Keith Seifert referred to the Editors report and discussed an issue of access to *Mycologia* for issues published by the NYBG and housed in JSTOR prior to 1998. The position of the NYBG was that they owned the copyright to *Mycologia* prior to 1998 and were entitled to a portion of the JSTOR revenues from those years. The MSA's position was that the NYBG was retaining rights to the income from selling the physical copies of the printed journal back issues but not the copyright, and that the revenues should be retained by the MSA. Taylor & Francis would like to re-digitize the issues of *Mycologia* prior to 1998; however a resolution is necessary before this can be accomplished.

Action Item: Keith Seifert and Chris Schardl are to lead discussions with NYBG to try to resolve the copyright issue.

Executive Editor Keith Seifert also discussed the need to implement a rotation of Executive Editors to alleviate the problem of multiple Executive Editors terms ending in a single year and to maintain more corporate memory for the journal.

MOTION: Treasurer Chris Schardl (seconded by Tom Volk) motioned that the Executive Editors of *Mycologia* should assume the structure of a MSA rotating committee with one Executive Editor appointed by the President-Elect at the annual meeting each year. *Motion approved by Council.*

Executive Editor Keith Seifert discussed the need to populate the Editorial Advisory Committee. Seifert suggested that the role of the Editorial Advisory Committee should be to review and negotiate the *Mycologia* publishing contracts. Executive Vice President Sarah Bergemann recommended that the description and charges for the Editorial Advisory Committee are drafted for inclusion in the MSA By-laws; Executive Editors Keith Seifert and Chris Schardl mentioned that there was no pressing need for the appointments for this calendar year.

Action Item: Executive Editor Keith Seifert to draft a description of the Editorial Advisory Committee for the MSA By-laws for approval by the Full Council, and if approved, will be placed on the spring 2018 ballot for a vote by MSA membership.

7. Meetings

IMC 11—Vice President Sharon Cantrell provided an update on IMC11 noting that the program is planned and plenary speakers were selected from diverse and international representation of the mycological community. Professor Paola Bonfante (Universita di Torino, Italy) will be the keynote speaker and MSA Karling lecturer is Matthew Fisher (Imperiale College, UK). Forty-six symposia were selected and 2 symposia remain. The broadest representation in symposia selection was the ecology and evolutionary talks with cell biology and genomics the least represented among the symposia. Vice President Sharon Cantrell also noted that sponsorship for IMC11 is still needed and efforts are underway to raise funds. Cantrell noted that a vendor was identified to handle registration (EventBrite) and this will require that each registrant will pay a fee for registration. Registration will be affordable (\$500) to encourage the participation of mycologists from Latin America community. MSA events will be held on Thursday, July 19 including the Presidential Address, and the MSA social and award ceremonies; no auction is planned.

MSA 2019—Georgiana May announced that the annual MSA meeting 2019 meeting would be held at the University of Minnesota on the Minneapolis campus.

Action Item: Georgiana May to schedule the dates for the annual MSA meeting at the University of Minnesota in Minneapolis, MN.

MSA 2020—Vice President Sharon Cantrell proposed that the MSA annual meeting for 2020 is held at the University of Florida in Gainesville, FL, with Matt Smith as the local arrangements coordinator.

Action Item: Sharon Cantrell will continue discussions with Matt Smith to determine whether the annual meeting for 2020 could be held in at the University of Florida in Gainesville, FL.

8. Special Sections Reports

- a. **Student Section:** Student Section Chair Chris Smyth reported that this was his third year on Student Section Board and that he was fortunate to work with several bright and motivated individuals. The elections for board members are in progress and two positions are vacant (postdoc representative and webmaster). Smyth also reported that the Student Section met regularly via Google Hangouts. A new position of the Student Section (Merchandising Chair) was approved by vote. Smyth also reported that the Student Section migrated the website to maintain more control over content and Antonio Izzo (former Webmaster) facilitated this migration. Smyth also noted that the Student Section board was committed to developing materials for educational outreach and a call for these materials was sent to MSA Council for creating online resource, powerpoints, and activity plans for teaching mycology. Smyth reported that the MSA Student Section had proposed (and was accepted) a workshop for IMC11 (Beyond the lab bench: how to engage in effective online science communication).

Action Item: Student Section Chair Chris Smyth will update the Manual of Operations to include the new board position (Merchandising Chair).

Action Item: Executive Vice President Sarah Bergemann will work with the Student Section Chair to facilitate the call for education materials to membership through Allen Press.

- b. **Finance Report:** Finance Committee Chair Jean Lodge referred to the Finance Committee report available in the Council Meeting packet. Lodge noted that the investment strategy of Middleton Advisory LLC had resulted in a 4.7% increase from 1 January 2017 to 9 June 2017 when the Finance Committee report was submitted (a 5.9% increase in investments to date on 15 July 2017 over the last fiscal year, and a 1-year 6.4% increase from 15 July 2016 to 15 July 2017). Lodge also noted that that the MSA may need to secure expertise from a tax specialist to assess whether the MSA is close to exceeding the federal IRS guidelines for filing as a 301c(3) public charity and also noted that we may need to stabilize our address for filing federal taxes.

Motion: Jean Lodge proposed a motion (seconded by Chris Schardl) to acquire the services of tax attorney to review our status for IRS filing guidelines if the accounting firm Mize Houser cannot provide a recommendation by October. *Motion approved by Council.*

9. New Business

- a. **Inoculum Editor:** President-Elect Tom Volk reported that an editor of *Inoculum* was not identified and suggested that the MSA consider social media venues and the website as venues for the dissemination of MSA news. The members of council discussed whether the information for *Inoculum* was redundant across the venues of dissemination; several members of MSA Council suggested that the *Inoculum* is an important publication for the news for MSA members. Council also discussed whether MSA should consider other formats for layout (e.g., Create a Book) and whether publishing issues on a quarterly basis may reduce the efforts of the *Inoculum* editor. Vice President Cantrell suggested that the Vice President be responsible for collection and dissemination of news for the *Inoculum*.

Action Item: Vice President Sharon Cantrell and President Tom Volk will explore publishing formats for *Inoculum*.

Action Item: Executive Vice President Sarah Bergemann will modify the MSA Manual of Operations to note that the Vice President is responsible for the collection of information to be published in the *Inoculum*.

- b. **Endowments:** Treasurer Chris Schardl reported that the accounting department at Allen Press anticipated updating all MSA endowment fund balances by early July; this process was delayed while Allen Press was developing an accounting process to accomplish the task of appropriately crediting each fund. Schardl added that several donations were received this fiscal year the endowments performed well.
- c. **2019 Contract for Association Services:** Vice President Sharon Cantrell reviewed the decision for contract negotiations and the acceptance of the bid from Allen Press for the current association contract. Cantrell noted a need for obtaining competitive bids for an association (membership) contract for 2019. Cantrell noted that automatic renewals and publishing *Inoculum* were not possible under the current contract and should be considered when obtaining a new bid. Cantrell also discussed with Council the need to visualize where the MSA wants to be in 20 years and find an association management that fulfills those requirements; Council should also consider a contract that included a dynamic meeting webpage.

Action Item: Vice President Cantrell will collect the experiences of Council under the current association contract.

- d. **Sponsorship IMC Symposia:** Council discussed whether MSA should provide funding for sponsoring for IMC11 symposia.

Motion: Treasurer Chris Schardl (seconded by Jean Lodge) to support funding of \$20,000 for MSA-sponsored symposia for IMC11. *Motion approved by Council.*

- e. **Specific Expertise Committees:** President-Elect Tom Volk led the Council on discussions of a 2016 action item to sunset and/or align the specific expertise committees. Council discussed the need for several of these committees (Conservation, Culture Collections, and Environmental Health & Medical Mycology) and also discussed concerns over the vagueness of charges in the MSA Manual of Operations, the challenges of populating committees, and provided suggestions for providing more focus to the committees by assigning MSA Councilors to oversee the activities of these committees.

Action Item: President Tom Volk will explore the process of assigning MSA Councilors to oversee the activities of the specific expertise committees.

- f. **MSA Archives:** Executive Vice President Sarah Bergemann summarized the conversations with the NYBG regarding the transfer of the archives. The librarian at the NYBG, Susan

Fraser, suggested that the transfer would be prohibitive with 28 large boxes containing the archives and the MSA may want to reconsider. The next step is for Sarah Bergemann and Meredith Blackwell (Historian) to visit the archives and determine which materials are archival quality and report back to MSA Council.

Action Item: Executive Vice President Sarah Bergemann will work with Historian Meredith Blackwell to determine which MSA materials should be archived.

- g. **Awards:** Andrea Porrás-Alfaro referred to her awards report noting that the awards website and MSA Manual of Operations were updated with the revised criteria for awards. Porrás-Alfaro noted that information for each recipient needs to be collected for research, student mentor travel, and student awards for the Treasurer. Vice President Sharon Cantrell discussed the need for an earlier review date for the student mentor travel awards and the travel awards for non-MSA members for IMC11.

Action Item: Andrea Porrás-Alfaro will send award spreadsheet to award chairs to collect more information from Student, Research, and Mentor Travel Awards recipients.

Action Item: Andrea Porrás-Alfaro to draft the call for travel awards for MSA and non-MSA members for IMC11.

Summary of Action Items from 2016 Executive Council Meeting: No items were discussed

President May adjourned the Council meeting at 3:36