

Minutes

MI-ASM Board Meeting, February 11, 2013

Meeting called to order by Audra at 3:03 pm:

Present: Jen Hess, Audra Swarthout, Christopher Snabes, Dexter Mike Cohen, Mike Ryan, Judy Whittam-Hudson, Anne Spain, Joan Rose, Kris Baumgarten, Sue Bagley, Alan Hudson, Susan Gunn, Steve Gorisch

- I. Approval of minutes from fall meeting: approved
- II. Finance report from John Geiser via email read by Audra:
 - a. We have over \$19000 liquid in the checking account, with ~\$13000 in CDs.
 - b. We'll get a donation from Pfizer in Kalamazoo.
 - c. John thinks we should move liquid funds into a CD. Should we make each CD worth \$10000? If we make each \$8000 we should have about \$15000-\$17000 remaining in the checking account.
 - d. Alan's recommendation is to make both CDs \$8000. The board voted and agreed with this.
- III. Secretary's report: newsletter will go out when ready, within the next week or so.
- IV. Spring meeting: *Anaerobes*: speakers include Eric Martens, U of M (*Bacteroides*); Mike McNerny (U of OK); USGS representative speaking about Microbial communities/bioremediation.
 - a. All set to go on April 5/6. Lodging: Holiday Inn/Comfort Inn—dropped price to ~\$90, Super 8 ~\$70 and has a lunch room for free that the grad student mixer will use. Mike will get food for this. Cost at this point: food about \$2250. \$2500 total (not including travel for the speakers)=reasonable. Dinner will be the night before at Blue Cow Restaurant. (Great wine list!)
 - b. Abstracts? Go to John, then Joan and Sue take care of the oral presentations: due two weeks in advance for the oral presentation. Posters registration due by the Wednesday before. All Anne needs to worry about is getting judges and donations.
 - c. Should we set aside money for allocation to each institution for gifts?
 - d. There's a template for awards. Jen will bring printed certificates to meeting.
 - e. Meeting fees? Should we split the membership fee to half in the spring and half in the fall? We should consult the constitution to see if we can change it. We need to keep it the same for this upcoming year until we have a board meeting to change it. (Total for upcoming spring meeting including travel is \$4000. For 100 people, that comes to \$40 a person.) We'll tell John to make the registration fees \$45 and \$20 (students). Mike will confirm with John.
 - f. Mike has registration materials and easels.

- g. Vendors: none yet. Mike Cohen tried contacting all the vendors from the list Judy gave him. We should have the vendors contact Mike Cohen directly.
- V. Fall Meeting 2013: Delta College. Audra and Mike Pressler will meet in two weeks to discuss themes and dates. We'll discuss at the spring meeting.
- VI. Spring meeting 2014: Davenport University—tentatively March 28, 2014. The human microbiome project and agrobiology are possible topics. Kris mentioned that there's an ASM speaker about the human biome that can be used.
- VII. Corporate partners report:
 - a. Dexter Mike—everyone should ask our vendors and have them contact Mike Cohen directly.
 - b. Mike's sent an email to John to get the list of vendors to be current on the website. (We request \$100 suggested minimum annual contribution from each corporate partner. This contribution makes them eligible to exhibit.) Then the cost to each partner is \$100 to exhibit at each meeting.
 - c. Jim VandenBosch has been seriously ill. We should send a card to him from the branch.
- VIII. ASM student chapter fund request form questions? Those individuals have left the meeting. The forms are on the national website.
- IX. We need nominations for individuals to serve as President-elect, a councilor, alternate councilor (2 year term). Joan is currently alternate councilor and will serve as councilor. Audra will be alternate councilor. Audra will send out an email requesting nominees for President-elect.

Meeting adjourned at 4:06pm.