Michigan Branch of the American Society for Microbiology

Summer Board Meeting (Zoom)

Friday, June 21st, from 2:00-3:00 pm EST

AGENDA

- I. Call to Order
- II. Review of previous meeting minutes
- III. Program Committee Report
 - a. Spring 2025 Meeting Update, University Center, Halls A, B, C, at U of M Dearborn
 - i. April 5, 2025
 - ii. Speakers both interested in meeting with trainees
 - 1. ASMDL: Brenda Wilson, University of Illinois at Urbana-Champaign
 - a. Toxins, Toxins, Everywhere...
 - 2. Matt Kane, National Science Foundation
 - a. Will be supported by NSF after application to NSF
 - iii. Food: Catering Service at University, location determined
 - iv. Vendors/Corporate Partners/University Donations
 - 1. List on website? Newsletter List?
 - 2. 20 Companies, will contact in the Fall, have 10 tables available at venue
 - 3. How many are local Michigan companies? Should we try and highlight Michigan companies first?
 - a. Cayman Chemical, Zoetus?, Neogen, Coy Labs
 - b. TransPharm, Midwest Scientific, Innovative Solutions
 - c. https://www.biotech-careers.org/employers-state-table/MI
 - 4. Ask that Schools involved in the meeting give a donation of \$____ for meeting
 - v. Posters: ~50 posters,
 - b. Possibility of increasing Branch engagement through additional meetings
 - i. Informal speaker seminar, trainee seminar series, online
 - ii. Faculty, Post Docs sign up to offer feedback for seminars, Job Talk Tests
 - iii. Bimonthly student research discussions/talks, inter-university
- IV. Councilor Report
 - a. ASM Council of Microbial Sciences day before meeting
 - i. Structure 8 communities, looking to shrink them down to 3 scientific units (current structure remains for next year)
 - 1. Regular Branch Council meeting, bimonthly virtual meetings
 - ii. Changes in structure Effects on Branch: new role still unclear, but still want branch councilors
 - 1. Councilor: elected by branch, 3 year term, had role on setting up things but new role is not clear
 - 2. Changes to communication between Branch leadership and ASM leadership

- iii. Peggy Cotter Awards: eligibility extended to 15 years post-terminal degree
 - 1. Need to move the branch deadline to fall to beat the deadline
 - 2. Student councilors talked about a program where post-docs gave formal seminars to other schools
 - Tie in Peggy Cotter award winners to giving seminars in student-led series at universities in Michigan – talk about science and experience at ASM Microbe
- iv. Branch Meeting Funds application due 12/2024, annual report must be turned in to be eligible
- v. Election of Councilor needs to be a priority of our branch
- b. Branch Leadership Meeting the day after
- V. Treasurer Report
 - a. We use Fifth/Third as our bank.
 - b. Checking account balance as of today June 21, 2024 \$26,606
 - i. (Note, we also have \$130 in a savings account, and we don't actually use that account for anything)
 - c. Money spent in past 12 months \$7154

i.	U-M meeting breakfast by Afternoon Delight	\$1632
ii.	U-M meeting lunch by Afternoon Delight	\$1958
iii.	U-M meeting posters and easels by EFS	\$934
iv.	U-M meeting Caitlin Burr assistance	\$780
V.	Visa Gift Cards for meeting volunteer help	\$150
vi.	Checks written for award winners	\$1100
vii.	Bank fees (\$50 per month service charge)	\$600

viii. MI-ASM website hosting ?? Jared paid this ??

d. Income during past 12 months \$5846

i.	Deposits of membership fees from National ASM	\$1175
ii.	Funding for meeting from National ASM	\$2200
iii.	Deposits from PayPal (2024 meeting fees paid)	\$2471

- e. 2024 meeting cost about \$1,300 more than we pulled in
- VI. Secretary Report Sara not in attendance
- VII. New Business
 - a. Conference Planning Guidelines two documents to be shared with Branch for discussion at August meeting
 - b. Constitution Bylaws still need revision
 - c. Peggy Cotter Award
 - i. After ASM Microbe, go out to other institutions to give presentations
 - ii. Matt Schnizlein volunteered to give a talk at an upcoming series or push for new awardees
 - 1. How to communicate with institutions to give a talk? Possibly LSSU in-person or virtual
 - iii. Peggy Cotter Award Winners Plan for Applications and Branch Requirements of awardees (Chris Waters will set for a plan for Fall Board Meeting)
 - iv. Update section on Councilor in Bylaws for Vote at the next Board Meeting

- 1. Alternate Councilor after presidency turns over, then the following year goes to Councilor
- 2. Opens to Past Presidents if president cannot take over
- 3. Include in bylaws that branch will support councilors, travel and lodging to attend COMS meeting
- VIII. Next meeting
 - a. Sonia will send out a poll, but looking at Last week of August
 - IX. Meeting Close