



Michigan Branch of the American Society for Microbiology

Board meeting (Zoom)

Thursday, August 29, 2004

1:00-2:30 p.m. EST

MINUTES

Present: Sonia Tiquia-Arashiro (President), Chris Waters (President-Elect), Anne Casper (Treasurer), Sara Blumer-Schuette (Secretary), Melene Alakavuklar, Penelope Higgs, Martha Hutchens, Maeve McLaughlin, Maribel Okiye, Matt Schnizlein, Christopher Snabes, Joshua Thompson, Alex Rickard

1. Call to order and adoption of the agenda
 - a. Quorum is 10% of the MI-ASM membership according to by-laws
2. Approval of minutes of meeting on June 21, 2024
 - a. Approved by verbal vote by all in attendance
3. Announcements
 - ASM Young Ambassadors Program: Application deadline Nov. 1, 2024
 - The board was asked to advertise the program to students/ early career scholars
 - Applications ask questions about how the young ambassador can be impactful, their plans and a letter of recommendation
 - Are there term lengths for YA? Maximum is three years. An incentive is that Microbe with boarding is paid for
 - There is one ambassador per state
 - Maribel (maribelo@umich.edu) had secured \$1000 in funding for an initiative that must be spent by the end of the year
 - Distributed fliers with a QR code for students to suggest programs/ initiatives they would like to see
 - Question if the survey is ready to be sent out to students? Yes it is final, any changes are minor
 - Grant funding application is very straight forward. Programs? People that will attend, and cost
 - Services that ASM offers for Branch meetings
 - Bulk email announcements for the region – provide text of email and contact ASM members in Michigan
 - A fixed number of complimentary ASM student memberships per branch
 - This could be in addition to first place poster/ presentation awards
 - ASM Press discount – branches can purchase items at 20% discount
 - Potential award
 - Spring meeting at UM-Dearborn: Corporate partners

- Updates – Sonia is looking to secure a corporate partner. Had sent out emails to potential sponsors. Asking for \$200 fee. Brian Coy from Coy labs has expressed interest. Tecan also expressed interest

4. Discussion items

- Conference Planning guidelines (Sonia)
 - Having guidelines are meant to lessen the stress of organizing the annual meeting for the host. Also to outlay responsibility for branch officers
 - Sonia shared the current draft of the conference guidelines with the board. Some discussion held about a paid venue coordinator (?). Discussion also held on reactivating the board position of Corporate Liaison
 - Adding detail for guidelines corporate sponsors? In the past it was \$200 for corporate sponsors (includes exhibition table, promotional materials, include logo in program, recognition on website, registration)
 - What about non-profit organizations, do we charge them the same as a corporation? Charge them registration, and a nominal fee for the table (\$50 was suggested)
 - Organization of how poster/ presentation judging is held be left up to the lead judge
 - Josh T. has notes that he and Caitlin have from last year's meeting
 - Discussion held on whether the branch needs a corporate liaison
 - The President Elect will act as the lead judge for the annual meeting
- Peggy Cotter Award selection guidelines/Outreach plan for awardees (Chris and Matt)
 - Proposing dates to open and close nominations along with a committee to evaluate applications and select the awardee
 - Proposing that the awardee also presents a seminar at a university/ college within MI-ASM. Should promote ASM, MI-ASM and their experience while meeting with students at the university. MI-ASM could provide up to \$150 for travel expenses. Questions about how to fund travel funds, or higher cost trips?
 - Post guidelines to the MI-ASM website, and work with Anne from ASM to send the guidelines out to all ASM members in Michigan
- Update section on Councillor in By-laws (Josh)
 - Josh will share the link to the bylaw document he started to comment on

5. Schedule next meeting

- Early November (Thurs 1- 2:30)
- December

6. Meeting adjourned

- 2:11pm