



**Biomedical & Life Sciences Division Board Meeting
Renaissance Hotel, Salon E, Vancouver, BC, Canada
Saturday June 7, 2014, 6:00 PM
DRAFT Minutes**

Attendees: Tony Stankus (Chair), Dorothy Barr, Betsy Bartholomew, Talli Casuccci, Jean Crampon, Nancy Curtis, Elaine Dean, Nancy Dickenson, Howard Fuller, Donna Gibson, Neyda Gilman, Ruth Gustafson, Diane Hummel, Susan Kendall, Nalini Mahajan, Jennifer McDaniel, Andrea Miller-Nesbitt, Peggy Murphy, Janet Weiss, Danielle Walker

I. Call to order

Tony Stankus, Chair, Called the meeting to order, 6:10 pm. Tony thanked Cold Spring Harbor Press for sponsoring the Board meeting.

Tony welcomed everyone, thanked them for their time, energy and service to SLA and DBIO. Everyone introduced themselves.

Tony expressed gratitude to our past chairs in attendance.

Nalini passed out a copy of last year Board meeting minutes dated June 8, 2013 (San Diego) for approval. Minor corrections were made to the minutes (corrected the Division URL and added Monica "Kirkwood's" last name in one sentence). Dorothy Barr moved to the approved of the minutes with the above mentioned changes, Ruth Gustafson seconded the motion.

II. Strategic Plan

Peggy Murphy, Division Director, distributed the Strategic Plan 2009-11, with updates to reflect current goals and objective. She will be taking feedback, update, and distribute for Board approval.

Peggy recommended the Board explicated address succession planning as it is an increasingly problematic issue for the Division. Tony suggested that "DBIO needs a better stream of new blood in all areas" of operation. All agreed.

Peggy suggested DBIO adopt 'Legal's' model of a chair-chair elect who is the program planner, who would move to chair-elect to chair to nominating committee. And add this to the Strategic Plan. Discussion by the Board decided not to move forward with this model at this moment in time. No other suggest for succession planning were voiced.

III. Current Reports and Discussion

Jennifer McDaniel (Planning) with Nalini Mahajan and Tony Stankus provided a short update on the progress of the Boston meeting programming and announced the Winter 2015 Leadership Summit will be in Baltimore. Jennifer reiterated that programming was on schedule for the Boston Meeting.

It was also stated that Division's would have greater programming opportunities at the Boston meeting. It was reported the Chemistry Division is interested in DBIO co-sponsoring a three part program (using three sequential program slots) to host a symposium in Boston.

Ruth Gustafson (Membership and IAMSLIC Liaison) announced the upcoming IAMSLIC meeting will be in New Caledonia.

Ruth also submitted written summary of membership and anniversaries (see attached), and provided some interesting demographics:

- Membership numbers consistently jump immediately after the conference
- DBIO's overall number reflect other Division's and SLA's overall membership trends
- DBIO has 46 international members
- DBIO has 26 Canadian members
- DBIO has 37 new members that are also new to SLA
- DBIO has 32 student members
- DBIO has 22 retired members

Andrea Miller-Nesbitt (Treasurer) announced the Division has \$49,000 in their account and submitted a more detailed report.

Peggy Murphy (Director) announced the *Recommended Practices* have been updated and approved, and is available on the Division web site.

Donna Gibson (Vendor Relations Lunch) announced that just over 80 people had registered for the event. The committee had a very difficult time raising funds for the event (a recurring theme across the Association); and suggested better communication was needed between the Fund Development Committee and the Vendor Relations Lunch committee.

Dorothy Barr (Natural History Caucus) announced the caucus had 26 members and a special tables will be designated for caucus members at the membership breakfast meeting.

Diane Hummel (Book Reviews) announced she is in need of additional book reviewers.

Susan Kendall (*BioFeedback*) announced she will be stepping down at the end of this calendar year (December, 2014). It was recognized that Susan has been editor of *BioFeedback* for ten years.

Danielle Walker (Science Posters) announced a highly successful upcoming poster session with submissions from throughout the Association as opposed to just the sponsoring science/technology related sponsoring Division's. Of the 26 posters accepted 4 are from DBIO members and two are from international members (India and the Philippines).

Nalini Mahajan (Fund Develop Committee) reported \$7600. Was raised this year from the following: Cold Spring Harbor Press; EBSCO Discovery Service; Elsevier/Scopus; ProQuest/Dialog; Oxford University Press, eBooks: AAAS – American Association for the Advancement of Science; Mary Ann Liebert, Inc. ; The JAMA Network; and Taylor & Francis.

Tony Stankus presented a special Chair's award to Janet Weiss for her efforts in fund raising, mentoring, and multitudes of other services to the Division in this and in many past years. We believe Janet to have raised more funds for the Division in the past ten years than any other member thus making many of the activities we sponsor possible. (Janet was not able to attend the Membership meeting so the award was presented at the Board meeting which is open to all past chairs...another position Janet has modeled for those of us who have followed her.)

Tony further announced the student travel award received no submissions this year.

IV. Adjournment

At 7:52 pm Ruth Gustafson moved to adjourn; the motion was seconded by Donna Gibson.

*Minutes respectfully taken by Howard Fuller, June 2014
Submitted by Christopher Hooper-Lane, September 2014*

DBIO Annual Business Meeting

Membership Chair Report

SLA Vancouver 2014

June 7, 2014

- 1) DBIO membership as of May 21, 2014: 394 members (32 student; 20 retired)
DBIO membership as of Dec 31, 2013: 421 members
DBIO membership as of July 31, 2013: 440 members

- 2) 5 year trend matches drop in similar sized Division DPHT

- 3) Good trend: New members 2013: 37 & 2014 (so far): 23

- 4) Anniversaries:

50 yr – 1	25 yr -- 4
45 yr – 1	20 yr -- 6
40 yr – 3	15 yr -- 5
35 yr – 3	10 yr -- 14
30 yr – 6	5 yr – 13

- 5) Heart stickers: Regular Red -- DBIO members
Flashy Red – DBIO Board members
Gold – New members DBIO 2013 & 2014

- 6) Moving on from hearts? Engineering Division has Name tag Ribbon!
Should we?

- 7) Future of membership committee – looking at Inactive list (1800 names) for those who dropped in just last 2 years. Personal contact

Respectfully submitted, Ruth Gustafson

DBIO Membership Chair 2013-2014

SLA Division of Biomedical and Life Sciences treasurer's report

June 2014

As of May 30th, 2014 the Division has a balance of \$49,664; \$24,996 in the Operating Fund and \$24,667 in the SLA Pooled Fund.

Income is primarily from:

- Sponsorships received towards conference expenses
- Biofeedback advertisements
- SLA dues allotment

Expenses are primarily from:

- Annual conference activities
- Travel to the leadership summit and the annual conference
- Web page maintenance
- Student travel stipends

In 2013 we ran a deficit. Expenses exceeded income by \$2,616.79.

Income in 2013 was \$4,354.48 higher than in 2012. This increase was largely due to Biofeedback advertisements (difference of \$950.00), meeting income (difference of \$1,208.50) and conference sponsorships (difference of \$1,075). Dues allotment went down very slightly by \$120.60.

Expenses were also higher in 2013 by a total of \$8,302.81. This was largely due to conference expenses (difference of \$9,808.80).

Conference sponsorships for 2014 totaled \$7,600.00, as compared to \$15,575.00 in 2013. As of May 30th, 2014 we have \$3,850.00 of the total sponsorship money in hand. Income from Biofeedback advertisements in 2014 is \$2,640.00 compared to \$3,500.00 in 2013.

In summary, we should continue to carefully monitor our expenses.

Respectfully submitted by Andrea Miller-Nesbitt, SLA DBIO treasurer 2012-2014.