**CSSA Board Meeting**

**Wednesday, October 29, 2014**

**In Attendance**: Lauren Amaturo, Chris Baker, Ray Delehant, Eloise Farmer, Sarah Faulkner, Gerry Frumento, Nancy Juliano, Sandy Justin, Dave Lopath, Melinda Meyer, Tammy Mockus, Terry Wilson, Ralph Yulo.

**Absent**: Chris Ozmun

**Called to Order**

The meeting was called to order by President Tammy Mockus at 5:50 pm.

**Minutes:** The minutes of Sept 17th were approved unanimously with two corrections: May 13 is the correct date for the spring Awards Banquet; and the dinner provider for February 25th will be Chris Osmun.

**COMMITTEE REPORTS**

**Finance**

1. Budget: Tabled discussion of budget.
2. Treasurer’s Report: Cathy provided an update on our finances, explained expenses and income, and described the account balances. An additional $1,500 is being held by CSTA at this time, awaiting approval of our nonprofit status from the IRS.
3. Tax Exempt Status: no news.

**Communication**

1. Website Update: Chris Baker reported that he has updated the calendar on the website, renamed it to Upcoming Events. He also has linked to the science newsletter and made it more visible. The password is CSSA19779 for locked functions. Locked functions include access to the membership roster/information, as well as an internal way to communicate with other members. Tammy Mockus suggested that we send an email acknowledgement to new members that includes the password. Chris said this can be done, and that he can email existing members with the password. It was agreed that Chris would change the password annually and will use email to notify our members when it is changed (using, or not, the “international dateline style”). Melinda shared some positive feedback she has heard about the website. There was discussion about the costs of online registrations and ways to try to recoup losing funds through use of online payments through the website.
2. Next Professional Meeting: Chris reported that he has posted the next professional meeting on December 3rd. He is awaiting information about the sponsor and meal choice for the dinner.

**Membership**

1. Status: Chris Baker displayed the way the Board membership list appears on the website, and showed how we can track the success of our email contacts, membership reminders, etc. There was discussion about the efficacy of membership renewals via the website. Gerry Frumento stated that he’d like us to have a printed brochure to hand out, to supplement the online membership drives. We agreed that we will offer memberships and renewals at the CSTA Conference on November 22, followed by another check-in at the December 3rd dinner, followed by a mailing that will include the brochure. It was also agreed that we should do a membership renewal in August electronically first, followed by a mailed paper membership letter.
2. Brochure: Melinda showed the electronic version of the flyer, which looks great but needs final editing. Gerry volunteered to do a final edit on it.
3. Membership Booklet: Our membership is now online; Tammy asked if we need a booklet in the future, who will sponsor it, who will coordinate it, and who will distribute it. It was agreed that the booklet is handy to have, in addition to the electronic version. Tammy volunteered to ask if Frey would like to underwrite the printing and postage, estimated around $300. Sarah Faulkner volunteered to do the formatting, based on updated information that Chris will get through the web-based emails. Melinda offered to take the formatted file to the printer to get the booklet printed. Chris will print out a member/lapsed member information printout

**Professional Development**

1. Dinner Meeting: Sandy Justin handed out a summary from the October 1st dinner program, showing that 50 people attended and that the net cost was $ -415, which will eventually be lower when we receive our tax exemption and get our tax returned. Sandy is still working on the menu for the dinner. We agreed that dinner would come first, with cocktails from 4:30 - 5:30 and dinner and business meeting at 5:30, followed by the program at 7:00.
2. Sponsors: Dave Lopath reported that Jon DeVito from Frey will sponsor the dinner in March 11. Dave has had no response to queries about the other two dinners (Dec 3 and May 6), and is still looking for contacts for the other meetings. Terry Wilson offered to give Dave the contact for the regional staff contact for Carolina Biological. A few other people offered ideas and will share them with Dave.
3. Babu George Book Award Recognition: Tammy Mockus reported that Mary Servillo will attend the Dec 3rd dinner and can receive the award at that time. There was discussion about the award to give her. Eloise will bring the items she has for the dinner meeting, and we’ll discuss how to handle future awards at a future meeting. There was further discussion about the CSTA and CSSA awards, and the need to solicit more applications for the awards. The CSTA deadline for award applications is November 17th and for CSSA is December 31st

**Archives**

Nancy Juliano reported that she is making terrific progress scanning and organizing the archives, and has scanned all but the last 15 years of the organization. She is missing membership booklets for 1988 or 1990 – if anyone has one, please send them to her. Nancy spoke with Estelle Fanucci for missing minutes, and is still seeking information for some dinner sponsors from past years. Dave Lopath shared some printed copies of two publications from CSSA: “Leading Science in the New Millennium” and “’Reading, ‘Riting, ‘Rithmetic, and Science” to hand out, which are also available on the website. It was suggested that our first dinner meeting of next year be a retrospective of the organization, showing some of the digitized historic materials from the CSSA. There was discussion of whether we can destroy the paper copies of materials that have been digitized, except for the membership directories and some of the publications. Gerry Frumento stated that he sees a value in the paper copies and offered to store the boxes of materials. He will arrange to get them from Nancy. It was agreed that Chris Baker will upload the archives onto the website. A copy of the archives will be given to the President on a thumbdrive, and Melinda will also keep a copy.

**CSSA/CSTA Conference**

Ray Delehant and Terry Wilson reported that registration for the conference has been low so far, and that more pushing for registration is needed. There was discussion of ways to promote the conference. Melinda was thanked for printing the reminder cards for the conference, which were distributed to Board members. Melinda asked for volunteers to help out on the day of the conference. Volunteers were asked to wear their green tee-shirts from last year.

**OTHER BUSINESS**

Gerry Frumento asked that we ought to consider running an annual symposium for around 200-300 people featuring one or more Nobel lauriates in the sciences, who would speak to the product and process of science, how they got where they did, and what inspired them. Gerry said that he felt it would elevate the sciences and our role promoting education in the sciences. Gerry will get some preliminary information for us about venues, speakers, etc., to be discussed at our February 25th Board meeting agenda.

**ADJOURNMENT**

The meeting was adjourned at 8:04 pm.

Respectfully submitted, Sarah Faulkner.