



## INTERNATIONAL BOARD OF DIRECTORS MEETING

### SKYPE CONFERENCE CALL

March 9, 2020

### MINUTES

#### AGENDA ITEMS

##### 1. Welcome and Call to Order

**Tim Lawrance-Owen**

- Roll call was taken. Apologies for absence were received from Tom Saunders and Ben Gregory.
- Tim Lawrance-Owen called the meeting to order.

Region	Name and Title	Attendance
Officers	Tim Lawrance-Owen, Chairman	X
	Douglas Justice, President	
	Akemi Mizutani, Vice President	
	Tom Saunders, Treasurer	
Australia	John Messina	X
	Tony Van der Staay	X
Eastern	Bill Barnes	X
	Steve Castorani	X
European	Tim Lawrance-Owen	X
	Ben Gregory	
Japan	Peter Waugh	X
	Hiroaki Ohashi	
New Zealand	Jill Reader	X
	Richard Beaumont	X
Southern	Tom Saunders	
	Laura Miller	X
South Africa	Elsa du Toit	X
	Jason Myburgh	
Western	Dharam Sharma	X
	Jim McConnell	X
Regional Development	Clive Larkman	
Staff	Bob Geneve, International Editor	X
	Katie McDavid, International Director	X

##### 2. Approval of minutes (12/3/2019) Board Meeting

**Tim Lawrance-Owen**

- Tim asked for comments, corrections, and/or additions. No comments noted.
- Tim requested a motion to approve the minutes. Tony Van der Staay moved to approve. Seconded by Bill Barnes.

### **3. International Office Report**

**Katie McDavid**

- Katie asked for email response regarding having hardcopy binders for the June Board Meeting vs. electronic versions.
- Katie reminded delegates to stress the importance of the regional secretaries checking/responding to emails from her, especially regarding Sponsorships.
- Member numbers need to be reported to Katie by **April 1, 2020** (new date this year) so she has time to compile the invoices and try to arrange payment before her maternity leave. If this timeline doesn't work, we can ask later and send another invoice later in the year.
- Katie is working on transitioning from Fulton Bank to Citizens Bank in the next few months due to too many random charges at Fulton.
- Katie is also working on getting all Vanguard information switched to her name.
- The International Office had lots of storage boxes, many unnecessary and the remainder will be stored on site with Katie (instead of monthly storage fees). How many copies of Proceedings need to be saved?
  - o Peter Waugh and Bob Geneve stated we decided 4-5 years ago to destroy all old copies, besides one full set
  - o Dharam Sharma stated Western Region had similar issues, ask members if anyone wants them
  - o Bob Geneve mentioned looking into programs that will take the extras rather than simply destroying them (International Book Collection Sites will distribute them)
- Katie reminded everyone she will be having a baby around May 1 and will be on intermittent maternity leave from mid-April through the end of June.

### **4. International Editors Report**

**Bob Geneve**

Bob's Report:

I have received manuscripts from all regions except Australia and New Zealand. The New Zealand editor has indicated they will be sent by mid-March. Manuscripts that have been received have been edited and sent back to regional editors for approval. Total number of manuscripts by region are summarized below. I anticipate having a final compiled version of the 69th edition by the end of March.

I have received very few PowerPoint presentations from the regional editors. I will attempt to solicit PowerPoints an additional time now that the paper manuscripts are nearly completed. Board members need to contact regional editors to work with getting more of these.

I was contacted by a regional editor about self-publishing printed copies of the 68th edition. This prompted me to contact our current publisher – Currans. They have our 68th Proceedings edition available on-line at [Proceedings.com](http://Proceedings.com). The current price is \$130. Currans indicated that they could provide a discount for our members that would be a 50%-member discount (\$65) for a printed copy and a lesser discount for shipping overseas

(~ 30% discount). I feel the Board needs to decide whether to enter into a member discount option with the publisher.

John Messina and Jill Reader stated they looked into publishing and it was going to be below \$70 per book. Bob Geneve recommended we don't lose anything having Curran's give us this discount instead of self-publishing.

Richard Beaumont mentioned it'll be under nz\$60 to print for them.

Bob Geneve stated we need to renew our contract with Curran each year. There is no issue with self-publishing however.

Tim Lawrance-Owen proposed we carry the Curran contract over to next year. Peter Waugh seconded including a proposal for membership discounts. Katie McDavid will contact Curran for how to handle the membership discount options.

Eastern Region	25 papers
Southern Region	25 papers
Western Region	6 papers
European Region	10 papers
Japan Region	6 papers
South African Region	2 papers
India Region	77 abstracts

This is a total of 74 papers for the 69th edition compared to 88 papers 68th edition in 2018. Another trend that this is decreasing. Stress to regional editors that we need as many papers as possible. Dominated by Eastern and Southern regions right now.

Proceedings should be finished by end of March but still missing many submissions so likely early April.

## 5. Treasurer's Report

**Katie McDavid**

- Tom Saunders has accepted the position of Treasurer
- 2020 Budget was sent out
- Current financial situation:
  - \$37,490.68 in Checking and Money Market Accounts
  - \$263,202.66 in Vanguard Accounts
- Budget shortfall of \$7,200 will hopefully be covered next year by new International sponsorships. Katie explained that Harrell's International Sponsorship monies did not go directly to International due to them changing from NA sponsorship to International just a few weeks ago and the money was already utilized by NA regions.
- Propose 2020 budget approval by Tony Van der Staay; seconded by Bill Barnes. Approved.

## 6. Regional Reports

- Australia:
  - o John Messina stated storm damage for many members; several retirements this year; not many travel restrictions yet for the upcoming conference so hopeful it will have good attendance; international exchange with Southern Africa conference
- Europe:
  - o Tim Lawrance-Owen states getting more membership interest; appoint a new organization for Secretary soon; membership only about 60% renewed as of now; conference in October
- Eastern NA:
  - o Bill Barnes stated Margot Bridgen (Secretary) is retiring this year; three strong candidates for the position as of now; membership numbers are low while waiting until cash flow resumes come spring; Coronavirus concerns (this Friday board meeting cancelled due to it)
- Japan:
  - o Peter Waugh commented that the executive meeting was in January, down to 40 members; hoping to replace them; Akemi Mizutani and Peter Waugh working on program for International Tour for next year, starts on a Saturday through following Friday, then conference on Saturday and Sunday; Tour just needs fine-tuning; Coronavirus issues has cancelled their June meeting for this year; Japan will never be a large region
- Southern NA:
  - o Laura Miller stated there were 272 paying members; recently created a free student membership category; membership committee created "Ask me about IPPS" signs for display at trade shows and lots of social media posts at the shows; longtime member Margie Yates Jenkins passed away on January 28 at 98 years old; planning and promotion for 2020 meeting in Tulsa in underway; Tom Saunders is working on the 2023 meeting
- Southern Africa:
  - o Elsa du Toit stated their local conference held last week; President resigned so Elsa du Toit is new director and will be organizing the 2022 International Tour; membership around 100 but still some outstanding that have not yet renewed; good conference; International Tour will begin around 2/26/22 for seven days in the Cape Town region and will include conference then afterwards have post-conference tours to Eastern Cape Region (3/14/22) to West Coast
- Western NA:
  - o See below under International Tour
- New Zealand:
  - o Jill Reader stated a recent surge in membership to 237 members, consisting of 212 basic and 25 student members; successful trip to Kapiti Island on 2/15/2020; conference on April 16-19 in Invercargill; Western Region's exchange person will join them; Richard Beaumont

put together a business card with a QR on each side to hand to potential members; Paypal concern regarding the Paypal fee being deducted from the amount due and would like an additional fee added

## **7. Committee Reports**

### **a. Finance and Investment Committee**

**Katie McDavid**

- Already discussed in the Treasurer's Report

### **b. Sponsorship Committee**

**Katie McDavid**

- International Sponsorship
  - Ball Seed \$8,500
  - Harrell's \$8,500
- North American Sponsorship
  - Spring Meadow \$8,500
  - ICL/Osmocote \$8,500
  - Nursery Supplies \$5,000
  - Star Roses \$5,000
  - Bailey Nurseries \$8,500
  - Bayer \$8,500
- Reminder to include International Logos in programs and other sources for International and Regional Conferences and North American Sponsor Logos for the three North American Conferences

### **c. Membership and Education Committee**

**Tim Lawrance-Owen**

- No comments

### **d. Communications and Marketing**

**Katie McDavid**

- Continuing to work on a timeline for the website updates
- New logo including "Global" will be used in place of the old logo without "Global"



### **e. Strategic Planning**

**Jill Reader**

- Policy and Operations Manual

Alan and I are still working on the manual. It has proven to be a far bigger job than originally appeared, and I apologize for saying it would be ready to send out to Board members at the start of this year.

- IPPS Harassment, Non-discrimination and Ethics Policy  
This proposed policy was briefly looked at during the last meeting. With a change to the wording regarding the definition of discrimination, a discussion and vote will be held during the June meetings. Once passed by the International Board it could be approved and added to a region's own Operations Manual.
- New Strategic Plan  
A document outlining the previous Strategic Plan will be sent to Board members before the June meetings. The time has come to develop a new Strategic Plan, and ideas from the Board will be welcomed.

**f. New Region Development Committee**

**Clive Larkman**

- Dharam Sharma stated India is working on a future conference and has provided some member names to assist their organizer and she will be reaching out to assist with plans
- Bob Geneve mentioned India may become the next region and Dharam Sharma said they are working on it
- Tim Lawrance-Owen requested more details on their October conference/meeting

**g. IPPS Name Change – Rebrand**

- Tim Lawrance-Owen mentioned we are not using the “P” word as much, removing it from places where we can
- Still waiting on feedback throughout this year after each region's conference
- Richard Beaumont asked why we need to officially change the name as they use IPPS and actually use production vs. propagator frequently even though it's not formally changed

**8. International Tours**

- Western Region International Tour 2020
  - Jim McConnell stated it is a well-organized tour and conference
  - Met at hotel a few weeks ago, excellent venue
  - Questions/Issues regarding the Coronavirus
    - Will create a comment to send out based on IGC statement and add it to the website, basically stating we are waiting for more information
    - Not significant yet but don't know what future holds
    - Keep an eye on Western Region website for more information
    - Bob Geneve stated this is an exceptional situation and how International would handle if Western Region tour collapses and has to be cancelled or too many people are not able to attend
    - Hotels, buses, etc. already paid for
    - Bob Geneve recommended a proposal to the board by Western Region regarding any coverage if there are any cancellations,

especially as Western is filling in for Japan to cover the International Tour this year; proposal by Jim McConnel, seconded by Dharam Sharma

- Elsa du Toit wanted to know the latest date for cancelling and still receiving a refund
- Bill Barnes stated Trip Insurance won't cover this type of situation; only an additional Insurance will cover it
- Tim Lawrance-Owen asked if International has an Insurance Policy for this and there is no coverage
- Tim Lawrance-Owen asked how many expect to attend
  - Tony Van der Staay paid for airfare but not tour, likely two attending
  - Two from Europe
  - Elsa du Toit and spouse attending
  - Bill Barnes and Steve Castorini and spouses from Eastern Region
  - Akemi Mizutani hopefully attending
  - Jill Reader will not be able to attend due to her employer, Richard Beaumont will be attending
  - Tom Saunders and Laura Miller attending
  - Alan Jones will be attending as proxy for Katie McDavid
  - At this point, no one knows what will happen so we will just keep up-to-date via email regarding attendance
- Japan International Tour (2021) listed in the Report sent out before the meeting

## **9. New Business**

- Peter Waugh requested if anyone wants to present a paper at next year's conference to let him know; can be presented in English and a translator if necessary, will be there

### **Regional Conference Dates:**

Australia: May 20 – 23, 2020

China:

Eastern Region of NA: September 23 – 26, 2020

Europe: October 7 – 9, 2020

India:

Japan: October 17 – 18, 2020

New Zealand: April 16 – 19, 2020

Southern Region of NA: October 24 – 28, 2020

Southern Africa: March 3 – 5, 2020

Western Region of NA (includes International Tour): June 13 – 27, 2020

Proposed Dates for 2020 Conference Calls and Meetings

- June 23, 2020 at 1:00 PM, Bellingham, WA – Full Board Meeting during International Tour
- August
- December

Meeting ended at 5:40 PM Eastern USA time.