Present:

Governing Board members participating in the meeting were: Marlin Rice, President; David Hogg, Vice President; Ernest DelFosse, Vice President-Elect; Michael Gray, Past President; Phil Mulder, Treasurer; George Hamilton, Eastern Branch Representative; Marvin Harris, Southwestern Branch Representative; John Heraty, Systematics, Evolution and Biodiversity Section Representative; Gail Kampmeier, Plant-Insect Ecosystems Section Representative; Melody Keena, IPMIS (spell out) Representative; Tim Lysyk, Structural, Veterinary and Public Health Section Representative; Michael Parrella, Pacific Branch Representative; Susan Weller, North Central Branch Representative; Michael Williams, Southeastern Branch Representative; and Wendy Johnson, President’s Student Representative.

ESA Staff members participating in the meeting were: Robin Kriegel, CAE, Executive Director; Alan Kahan, Director of Communications; and Neil Willoughby, Director of Finance.

1. Welcome and Call to Order
The ESACCB was called to order by Director Rice at ~3:10 pm; All members of the 2009 ESA Governing Board (GB) were in attendance and serving in their capacity as the Board of Directors of the ESACC Inc.

2. Review of Legal Structure & IRS Regulations: Robin Kriegel
Robin Kriegel provided background information on why the ESACC Inc. was formed as a 501(c)(6) corporation. The primary reason given was that the not-for-profit tax status of ESA (ESA is a 501(c)(3) corporation dedicated to science and education) could be jeopardized by embedding a certification program (ostensibly changing the nature of ESA to a professional society/trade association) within ESA. The Internal Revenue Service in other situations involving societies similar in some respects to ours had required extensive documentation to show the nonprofit status was being honored and this new legal structure was intended to remove any doubts regarding nonprofit status for both groups. Certification is considered a public benefit (public would then know certified members had presented credentials to qualify and passed periodic reviews to maintain currency). Robin Kriegel also informed the board that a letter from the IRS approving the formation of ESACC Inc. as a 501(c)(6) corporation had recently been received in her office and was being placed in the files.

The legal name of the new (c)(6) organization is the Entomological Society of America Certification Corporation Inc. and it was incorporated as a not-for-profit corporation in the state of Maryland in the Fall of 2009.

Members of the Board of Directors of the ESA Certification Corporation are the same as the ESA Governing Board. When the question was raised as to the voting status of the ESA Executive
Director and whether she should also serve as Secretary of the Corporation, Kriegel said she will check with legal counsel.

3. BCE Requirements: Marvin Harris
Harris moved to approve the ESA Board Certified Entomologist Certification Board (ESA BCE CB) motion submitted by ESA BCE CB Director Stuart Mitchell with prior approval and on behalf of the ESA BCE CB:
MOTION
“To change minimum educational requirements for qualification pursuant to Board Certified Entomologist (BCE) status as follows:
1. Delete or eliminate the non-degreed BCE candidate eligibility requirement as stated in paragraph two below. The other three requirements will remain as stated creating a new minimum requirement, “a bachelor's degree in entomology or a related field (such as biological sciences, zoology, ecology, etc) and at least 3 year's work experience in the field.”
2. Non-degreed BCE candidate is defined as one whom does not hold a degree in entomology or a related field (such as biological sciences, zoology, ecology, etc), the requirement of at least 7 years work experience in the field, a current CV, two contacts for letters of reference (or a minimum of two completed letters of reference), required fees, and a willingness to abide by ethical standards set in the BCE Code of Ethics.”
Current BCE’s in good standing and currently approved BCE candidates or candidates authorized under the requirements in paragraph two above prior to approval of the above motion by both the Certification Board and Governing Board will be grandfathered.”

The motion was discussed and approved. Additional materials accompanying the motion are in the board book and the following statement, which condenses the motion presented above to the words that can be used to implement an approved motion as the requirement are:

“I. “A Bachelor's degree in entomology or a related field (such as biological sciences, zoology, ecology, etc) and at least 3 year's work experience in the field.”

accompanied by the grandfathering of already established BCE members.

4. Proposed 2010 Operating Budget: Robin Kriegel
Heraty moved and Parella seconded, to accept the 2010 Certification Budget. In discussion, Harris moved to “Authorize the ESA BCE Certification Board to control funds generated by the Certification Program and to construct a balanced budget to be submitted to the GB for approval.” Motion did not pass. The motion to accept the 2010 Certification Budget was approved by consensus.

Additional discussion ensued. Notice was taken that neither the 2009 budget for Certification (page 44 ESA Board Book), nor the 2010 Proposed Operating Budget (penultimate page of the ESACC Board Book) provided itemized costs for purchased administrative services like 1) billing and collection of fees for maintenance of certification (annual renewals); 2) renewing of certification (every 3 years) and processing new certifications; 3) maintaining current membership records for certified members, including their dues status; 4) accounting for funds received; 5) providing documents for auditing 6) providing current testing materials for establishment of certifications; 7) costs for insurance; and 8) annual audit; this lack of
transparency impedes the ability of the ESA BCE CB to participate effectively in the new mandate to conduct business so that the Certification Program budget is always balanced.

Certification Program resources come solely from fees assessed to BCE/ACE members. Costs for administrative services need to be fair and transparent. The idea emerged that the ESA BCE CB could construct a balanced budget for approval that would provide transparency and a measure of flexibility in determining what administrative services are purchased and who will provide them to conduct the program. An earlier and more active involvement of the ESA BCE CB in the budget process for the Certification Program was considered efficacious to facilitate planning, recruitment, building a reserve fund and other activities for the benefit of BCE members.

Harris moved and Kampmeier seconded, to: “Authorize the ESA BCE Certification Board to construct a balanced budget to be submitted for approval.” Motion passed unanimously.

There was discussion that clarification is needed on the status of the 2010 Certification Program budget and on the included fee increases (~35% and 21%, respectively) to BCE/ACE members as contained in Robin Kriegel’s proposal to the Certification Program Board. Significant concerns were raised regarding the lack of itemized administrative fees and justification of fee increases to BCE/ACE members.

5. Other Business: None.
6. Adjournment: Meeting was adjourned at 4:25pm, Dec. 12, 2009

Respectfully submitted,

Marvin Harris