

**Entomological Society of America Executive Committee Meeting Minutes**  
**August 18, 2022, 1:00 p.m. ET**

**Members present:** Jessica Ware, Michelle Smith, Marianne Alleyne, Jennifer Henke, Melissa Willrich Siebert, Andrew Short, Chris Stelzig

**Welcome** – President Ware convened the meeting at 1:02 p.m., welcomed the attendees, and immediately called the first item of business.

**Strategic Planning** – The committee discussed the draft strategic plan which is in two versions – an operational one which will guide staff implementation and a higher level one which will be a public-facing document. After brief discussion, the committee agreed that the document was ready to be reviewed by staff in preparation for next month's board meeting.

**Fellows Nomination Task Force** – The taskforce formed during the June board meeting reported on their progress which included making recommendations to streamline and improve the process by which Fellows are considered by the board. The committee concurred with the recommendations, which will be presented to the full board at the June meeting.

**Board Standard Operating Procedures Manual** –The committee reviewed an early draft of the manual which is intended to document processes and procedures for board operations which do not rise to the level of inclusion into the Society's overall policy manual. The committee felt the document would support onboarding and training for all board members, especially new ones. It will be presented to the board during the September meeting.

**Presidential Report** –Ware discussed a few key features from the planning for the Annual Meeting. She also introduced the members of the Biodiversity Task Force. Discussion included a recommendation to minimize the number of task force members who have the same employer.

**Headquarters Report** – Stelzig briefed the committee on a request from the ICE Council to consider separating out two elements of support from a broader overall proposal to support the ICE meeting. The committee approved of the process outlined by staff. Additionally, ESA's finances were discussed. It was noted that the investment

portfolio has regained value since earlier this summer, but is still far below both the same time last year and budgeted gains. Several other departments' year-to-date financial performance were reviewed. Stelzig outlined some recent personnel actions and noted that the Better Common Names Project recently won a high-level industry award from the American Society of Association Executives (ASAE).

**September Board Meeting Agenda** – The committee reviewed the draft agenda for the September board meeting. No changes were received.

**New Business** – None received

**Adjourn** – Having no other business, the meeting adjourned at 2:07 p.m.