

The Potato Association of America
97th Annual Meeting
Executive Committee Meetings
July 28 & July 30, 2013

EXECUTIVE COMMITTEE MEETINGS MINUTES

President Leigh Morrow presided over two sessions of the Executive Committee (EC) that met in Québec City, Québec, Canada on July 28 and July 30, 2013. A quorum of officers was present.

President Morrow asked for additions to the agenda. There were none. The Executive Committee meeting agenda as presented was approved by consensus.

Minutes of the May 14, 2013 EC teleconference were approved by consensus after President Morrow read the motions that were accepted during that call.

Approval of the 2012 Executive Committee Meeting Minutes

President Morrow asked for changes or additions to the minutes of the EC meetings published in the *American Journal of Potato Research* (AJPR) 90:93-97.

MOTION moved, seconded and passed to accept the minutes of the 2012 Executive Committee meetings as published in the AJPR 90:93-97.

A. *President Report*

1. President Morrow read his report. See the minutes of the Annual Business Meeting for his complete report, which includes a summary of the annual meeting format membership survey conducted electronically in November, 2012.
2. The new design of the PAA website was discussed. The EC was supportive of the proposed website format.

B. *President-Elect Report*

1. President-elect Nora Olsen reported she worked with the Québec LAC to acquire the centennial gift (coaster set) for the annual meeting delegates. PAA offered funds towards the gift. In honor of the PAA centennial this year, there will be articles about PAA in seven *Spudman* magazine issues in 2013. The distribution of the magazine is 15,000 copies per issue, which is excellent exposure for PAA. *Spudman* offered PAA a regular column of 600-800 words in each issue for 2014. Nora offered to coordinate the articles for the first year. The magazine will be an excellent venue to promote PAA, highlight research by members and announce meetings.
2. Bill Campbell researched different options for centennial items and decided on postage stamps and blank cards with Jeanne Debons' artwork. They will be sold in the Silent and Live Auctions.

C. *Past President Report*

Past President Bill Campbell reported two new Honorary Life members were chosen for 2013: Joe Guenthner (Idaho, USA) and Robert Coffin (Prince Edward Island, Canada).

The Nominations Committee presented three nominees for Director, Brian Charlton, Samuel Essah and Russ Groves, and two for Vice President, Bret Nedrow and Loretta Mikitzel. When to announce the new officers was discussed - at the banquet, business meeting or symposium.

MOTION moved, seconded and passed (one nay, one abstention) to announce the new officers this year only on Wednesday evening at the banquet prior to the Business Meeting on Thursday.

D. Secretary Report

Secretary Loretta Mikitzel reported there were 136 submitted abstracts and 16 graduate students entered in the Frank L Haynes Graduate Student Research Competition. Loretta mentioned that several members requested to be scheduled to speak on Monday or Tuesday, and not Thursday. It was difficult to accommodate them due to the large number of graduate student papers and also, many did not make this request until after the program was printed. Changing the meeting format, such as having the tours on Thursday and scheduling talks on Wednesday, would help with this problem.

E. Treasurer Report

1. Treasurer Larry Hiller began his report with the close-out of calendar year 2012. Membership income of \$71,860 is high because many members paid 2013-2014-2015 membership dues at the end of 2012. Membership income next year will be significantly lower because of the three year advance payments made in 2012.
2. Larry checked into what he thought was a missing Springer quarterly stipend payment from 2008, but after checking the University Credit Union statements, he found that all quarterly payments have been received. He is concerned that PAA has not yet received any payments for 2013. There is a net gain of \$39,321.38, primarily due to the tremendous amount of prepaid memberships.
3. Audits are conducted every two years. There will not be an audit cost in the 2013 budget. The next audit expense will be in 2014, covering the calendar years of 2012 and 2013. The audit budget line also includes the costs of the IRS 990 forms.
4. There are expenses for two Potato Expos because the 2013 Expo was prepaid in 2012.
5. Copyright clearance royalty dates back to the *American Potato Journal*, it is not from Springer and comes primarily from European countries.
6. The \$1,145.00 symposium expense listed is from 2011, a speaker from Scotland who has still not cashed the cheque nor responded to email enquiries. This expense will be dropped from the budget. Since the cheque was never cashed, it is neither an expense nor income - the net change to the budget is zero.
7. Larry outlined the budget for the first half of 2013. There are no expense claims for the 2012 symposium.
8. As of June 30, 2013, PAA savings (savings, CDs and contingency fund) totaled \$283,104.72. Adding in the checking accounts, total savings are \$389,697.81. PAA should do something with the funds currently in low-paying CDs to increase return on investment.

9. Larry discussed the endowment accounts. Budgeted support for academic year 2013/2014 is 4.5% of the market value as of December 31, 2012. It is \$1,667.00 for the Frank L Haynes Graduate Student Research Award Endowment Fund. Larry suggested setting up a separate savings account for the payouts from this Endowment Fund.

MOTION moved, seconded and unanimously passed that PAA receive the budgeted support for 2013 of \$1,667 from the Frank L Haynes Graduate Student Research Award Endowment Fund and it be used for the graduate student awards and associated expenditures in 2013 and any unused portion of it go into a separate savings account.

MOTION moved, seconded and unanimously passed to continue to fund travel expenses (\$2,500) to the NPC Potato Expo for 2014, pay \$250 this year for *Focus on Potato* Partner and that *Focus on Potato* be made a permanent budget item.

MOTION moved, seconded and passed to accept the Treasurer's report for the close out of 2012 budget, the first half of 2013 budget, the endowment funds and account summaries.

F. Editor-in-Chief Report

1. Editor-in-Chief John Bamberg indicated that since Hannah Smith left Springer, Jacco Flipsen is the PAA liaison. Springer supplies PAA with an annual AJPR report electronically, it should be posted on the PAA website.
2. John is willing to be a candidate for another two year term as Editor-in-Chief. Jeff Stark will replace Michelle Konchuh as Production and Management Senior Editor in September. There are no other Editorial Board changes. John outlined AJPR statistics for 2012 and 2013, and Editorial Board activities over the past year.
3. Papers from the phosphorus symposium are almost through the review process.
4. The Editorial Board received 20% more manuscripts this year, the length of time a manuscript is in review is the same as last year, and the rejection rate is high but stable. The Impact Factor decreased a little to 1.086 (the IF was 1.234 in 2011). The impact factor appears to fluctuate depending upon AJPR content. Springer is pleased with PAA as a customer.

G. Administrator Report

1. Administrator Lori Wing distributed her report (see the minutes of the Annual Business Meeting). Six emeritus members have paid for the 10 year membership. Of the 50 PAA membership applications that were picked up at the Potato Expo, 3 people joined PAA. Shelley Jansky suggested offering an incentive to encourage more people to join PAA.
2. PAA is getting a new office and now Lori can put her desk in one room and have a separate room for storage.
3. The security certificate has expired for the old website and will not be renewed.
4. The first membership renewal notice will go out in October, and the last one will be sent in December. Members can renew for up to five years at a time. Auto-renewal has been set up and is working well. If a member no longer wishes to receive the printed

journal, it is possible to send it to someone else, such as another person or institution. Should the member not wish to send the journal to anyone else, PAA does not pay Springer for that journal and saves money. According to the Springer contract, PAA must purchase 350 printed journals each year. President Morrow suggested the membership reported should reflect the number of members who paid for memberships through 2015, 2016, 2017, etc.

H. Archivist Report

1. Archivist Lori Wing indicated there are still 150 copies of the 1998 *Commercial Potato Production of North America* available for sale. They are on sale for \$12.35 per box of 25 or \$2 each. Lori suggested members take them to international meetings or 4-H groups. There are still back issues of AJPR prior to 2008 in storage. Lori said perhaps we could remove the variety releases and make a booklet of them, complete with color photos.
2. The membership directory is available to members only. Lori sells 30-35 per year (\$10 each) and sustaining members receive it for free.
3. To reduce inventory of *American Potato Journal* back issues (which no one requests copies of anymore) President Morrow suggested Lori bring the oldest issue, of which she has multiple copies, to the silent auction each year and sell it.

I. Vision Implementation Committee

Chair Chuck Brown was not able to attend the meeting. President Morrow reported that Chuck is still interested in serving on the committee but is discouraged that no budget has been granted to the committee. The committee, however, has not provided any specifics for what the budget would be used. EAPR is in Belgium in 2014 and Chuck is willing to carry the PAA message to that meeting. Larry Hiller said newly-elected officers should put pressure on committee chairs to become active.

J. Endowment Committee Report

1. Larry Hiller reported the committee concurred with the Finance Committee recommendation to distribute the payout of the Frank L Haynes Graduate Student Research Award Endowment Fund to pay expenses for the competition awards and certificates. Larry indicated he will write a *PAA Insider* article about the opportunity and benefits for members who are 70½+ years of age to donate directly from their IRA to the Endowment Fund.
2. The committee is going to get serious and generate ideas and suggestions about the use of the General Endowment Fund payout, such as graduate student support, invite foreign speakers, etc. The committee approved the removal of the payouts from both Endowment funds and establishing two separate savings accounts for the money.
3. Mel Henninger has stepped down as Chair and Phil Nolte accepted the chair position.
4. The usual schedule for the 2013 payouts is cheques issued September, 2013 and January, 2014. To simplify our accounting, the University of Maine Foundation agreed that PAA will receive the payout as one lump sum payment in September, 2013.

5. The administration fee charged by the University of Maine foundation is 2.5%. Kent McCue said it is not fiscally responsible to have so much money in our savings accounts not earning much for us. PAA would be wise to find an investment vehicle with a lower administration fee than the University of Maine Foundation for the \$250,000 in our savings.

K. **Finance Committee Report**

1. Alexander Pavlista proposed to put the funds from the UCU savings account (\$105,747.25) into a 5-year rotating CD. 1/5th of the amount will be put into a 5-year CD, 1/5th into a 4-year CD, 1/5th into a 3-year CD, 1/5th into a 2-year CD and 1/5th into a 1-year CD. As each CD matures, it will be renewed as a 5-year CD. After five years, PAA will have a CD maturing each year and money available for use if necessary. Also, as the UCU 2-year CD (\$46,757.84), the UCU 3-year CD (\$47,798.26) and the UCU 6-month CD (\$6,742.92) mature, they will be added to the 5-year CD cycle. Five year CDs should return a higher interest rate than the CDs PAA currently holds. The maximum size of the CD will be dictated by the size of approximately one year's budget.
2. The Finance Committee proposed putting the payout from the General Endowment Fund (\$6,095) into a separate savings account to be used for PAA priorities developed by the Endowment Committee, such as special symposia and graduate student support. If investors see how the payouts are being used, it may stimulate more contributions.

MOTION moved, seconded and passed (1 abstention) to put the UCU passbook savings and current CDs into the proposed 5-year rotation/laddered CDs.

**Mike Thornton strongly felt that the General Endowment Fund should be built up to the goal of \$200,000 by the 100th meeting, and then the payout be used. The yearly payout should be rolled back into the Endowment Fund and not taken out until that goal is reached.

MOTION moved, seconded and opposed to withdraw the payout from the General Endowment Fund.

MOTION moved, seconded and passed to accept the Finance committee recommendation of a 3% raise for the Administrator.

MOTION moved, seconded and passed to increase the stipend to \$2,000 per year each for the Treasurer and Secretary to take effect January 1, 2014.

1. Colorado LAC 2012 has an excess of \$7,199.98 and will donate \$3,000 of it to the Vision Implementation Committee to use in 2014. The remaining amount is to be deposited in a separate checking account for graduate student air travel to PAA meetings. Up to \$2,000 per year can be spent with no more than \$500 per student or up to \$1,000 for foreign students. The graduate student committee, with Rob Davidson, would decide who would receive the money, awarded based upon abstracts submitted to the competition.
2. This proposal would put undue burden on the Frank L Haynes Graduate Student Research Award Competition Committee. The EC tabled discussion on how to use the \$4,200 of LAC 2012 money until the first teleconference call after this meeting.

3. The Finance Committee recommended dropping the charges for the membership directory and *PAA Insider*, and offer them for free. Any postage charges would be included in the PAA office expenses.

MOTION moved, seconded and passed to accept the 2014 budget as presented.

L. ***Frank L Haynes Graduate Student Research Competition Award Committee***

Samuel Essah reported there were 16 participating in the competition this year. The students were from 11 academic institutions and five countries. Six students were PhD students and 10 were Masters students. The committee is Paul Bethke, Shelley Jansky, Hector Lozoya, Alfonso del Rio, Silvia Rondon and Samuel Essah.

M. ***Site Selection Committee***

1. Mike Thornton indicated the committee recommended Michigan host the 100th Annual Meeting in 2016 in Grand Rapids, Michigan. California, Florida, Texas and Mexico were discussed as potential sites for 2017, 2018 or 2019. Western locations discussed were Idaho, Alberta, Montana and Hawaii. Midwest locations suggested were Manitoba, Minnesota and North Dakota. Idaho and Montana could co-host a meeting in Hawaii in conjunction with the winter test. John Bamberg cautioned against having a meeting in a location like Hawaii.
2. David Douches said the dates of the 100th Annual Meeting are July 31-August 4, 2016 at the Amway Grand Hotel and Convention Center, Grand Rapids, Michigan. The hotel room rate is locked in at \$149 per night. The LAC members are David Douches, Willie Kirk, Chris Long and Mike Wenkel of the Michigan Potato Industry Commission. The meeting format, based upon the membership survey results, is tentatively planned as Monday, Tuesday and Wednesday oral sessions, banquet on Wednesday evening, business meeting Thursday morning and tours on Thursday afternoon.

MOTION moved, seconded and passed to accept Michigan as the host of the 2016 Annual Meeting.

N. ***2012 LAC***

Rob Davidson stated the 96th Annual Meeting in Denver, Colorado went well and had 182 delegates. Expenses were \$92,051, they had \$33,000 in sponsorship and \$99,250 in revenues, with an excess of \$7,198.88. Rob said the LAC guidelines work well but there are some details missing such as who gets a complimentary banquet ticket or registration. His advice for future LACs is to have only one person who is able to make decisions at the registration desk, and do not cancel tours even if there were only a few people that sign up.

O. ***2013 LAC***

André Gagnon stated there is a total of 231 delegates and 20 guests at this meeting. The meeting is running smoothly. The LAC received good sponsorship and the budget is on target and is expected to break even.

P. ***2014 LAC***

Mark Pavek reported the 98th Annual Meeting will be in Spokane, Washington at the Davenport Hotel, July 27-31, 2014. The room rate will be \$144 per night, single or

double. The meeting will follow the traditional format, including an industry day. The committee is contemplating including the cost of the BBQ and banquet in the registration fee. The meeting website is www.cm.wsu.edu/paa2014.

Q. **2015 LAC**

President Morrow reported there is no official committee in place yet, but he has worked with Don Flannery and Greg Porter on arrangements to date. Space has been reserved at the newly-constructed Cross Insurance Center, Bangor, Maine. He has concerns about the new hotel which will be built next to the convention center and is slated to open in August 2015. The exact timeline of the hotel construction should be known in a few months. The fallback plan is to hold the meeting in Portland, Maine. Proposed dates of the meeting are August 15-20, 2015. The proposed format of the meeting is Sunday reception, oral sessions Monday, Tuesday and Wednesday, BBQ Tuesday evening, business meeting Wednesday afternoon and post conference tours.

R. **Section Reports**

1. David Douches, Chair of the **Breeding and Genetics Section**, stated the section does not have any items that require an EC vote. The section discussed developing a symposium.
2. Kent McCue reported for Roy Navarre, Chair of the **Physiology Section**. The Section discussed acrylamide for presentation as a symposium in 2015 or 2016. The symposium topics would include processing mitigation, health affects, biochemistry/physiology of sugars and amino acids, agronomy and storage, and traditional and molecular breeding.
3. Brian Charlton, Chair of the **Extension, Production and Management Section**, reported the section wishes to poll growers and industry if there is interest in attending the PAA meeting if it was held in conjunction with the Potato Expo. The survey would be sent to the section members who would then send it out to the constituents in their area. The Section voted that the new Section Chair, Carrie Wohleb, contact John Keeling to offer that members of the section could be used to supply technical information at the Expo.
 - a. President Morrow outlined the results of the meeting survey sent to the membership pertaining to the time of year the meeting is held. The survey did not specifically ask about holding the PAA meeting during the Potato Expo. Fifty-six percent of the members preferred the meeting be held in July-August, and 23% preferred to meet in May-June. Seventy-one percent did not prefer to meet in September-October and 57% did not prefer to meet in January-February. Overwhelmingly, July-August is the preferred time for the PAA to meet. Jeff Bragg and Andy Jensen said the Potato Expo week is full enough as it is, adding other meetings would make the Expo even longer than it is and would exhaust people.
4. Jeff Bragg, the **Utilization and Marketing Section** Chair, reported Joe Guenthner will Chair the symposium committee for the Section's symposium on declining consumption in Spokane in 2014. The symposium will be short 20 minute presentations on 8-9 topics. Fund-raising efforts will raise money to bring in at least one person from Europe. The title of the symposium is "Product Innovation to Increase Potato Demand".

Jeff outlined the symposium topics. The importance of timely manuscripts from the speakers was stressed.

5. Phill Wharton, **Plant Protection** Chair, outlined the trends in diseases in the USA and an online photo library of diseases that was discussed during their meeting. Suggested topics for Invited Reviews included bacteria, Colorado potato beetle, common scab, aphids and PVY, the importance of beneficial insects and resistance management. The idea of mini-reviews about hot research topics was well received.

S. **Potato Expo**

Past President Campbell voiced disappointment that the NPC poster session did not credit PAA. The Past President should coordinate more with NPC over what the poster session is called and who is the sponsor. The 2014 Expo will be in San Antonio, Texas and PAA budgeted \$2,500 for it. PAA should give a gift at the Expo to new members who join PAA.

T. **Symposium Committee**

The Physiology Section offered a symposium for 2015 "Acrylamide: why is it there and what are we going to do about it". The symposium committee is Paul Bethke, AJ Bussan and Kent McCue.

MOTION moved, seconded and passed to accept the Physiology Section symposium for 2015.

U. **Delinquent Page Charges**

1. PAA continues to have authors who do not pay publication fees after their manuscript has been published. Springer charges authors for printed color photos and reprints, not publication fees. There may be confusion on the author's part when they receive invoices from Springer and PAA. President Morrow presented a protocol for collecting delinquent publication fees.
2. Lori Wing will receive notification from Springer's automatic submission system the same time that Editor-in-Chief John Bamberg receives it, with the manuscript title and authors. Lori will check all author's names against a delinquent author list and will notify John to stop the review process if an author is found to be delinquent. Review of the paper will not proceed until all past publication fees owing are paid. A list of all delinquent authors, corresponding and co-authors, will be maintained for the 2012 publication year. For 2009 through 2011, only corresponding authors who are delinquent will be on the list.

MOTION moved, seconded and passed to accept the proposed protocol for collecting delinquent publication fees.

V. **Action Items**

MOTION moved, seconded and passed to appoint John Bamberg as Editor-in-Chief for another 2 year term.

MOTION moved, seconded and passed to grant up to \$3,000 for the 2014 Utilization and Marketing Section symposium.