**Minutes of the 2023 Livestock Insect Worker’s Conference Business Meeting**

*Business Meeting Date*: June 14, 2023

Chris Holderman, LIWC Chair, called the meeting to order at 8:00am in the Barron’s Creek Conference Center (Fredericksburg, Texas). Chris expressed thanks to the Local Arrangements Committee and to our sponsors that provided monetary support for the meeting. They were given a round of appreciative applause.

Chris recognized Don Thomas as the 2023 recipient of the Lifetime Achievement Award and Jim Hunter as the 2023 recipient of the Industry Appreciation Award. A list of the ten Student Travel Award recipients was presented on a slide.

**Old Business**:

Minutes from the 2022 meeting were printed as part of the 2023 meeting program.

Elmer Ahrens moved and Bill Clymer seconded a motion to approve the 2022 meeting minutes. All were in favor.

Alec Gerry, LIWC treasurer, reported that the society is doing well and is maintaining ~$20K from year to year that allows a buffer for the local arrangement chairs of subsequent meetings.

**New Business**:

*New Industry representative*

Typically, board members rotate off every 3 years and these rotation periods were staggered to allow for maintenance of institutional knowledge. The normal 3-year rotation of LIWC Advisory Board members was affected due to LIWC not meeting during the Covid pandemic. At the 2022 meeting, all four board positions were voted and filled: Brandon Smythe (University Research), Pia Olafson (Federal Research), Justin Talley (Extension), and Chris Holderman (Industry). Sonja Swiger remained as an ad hoc member to ensure continuity. The board proposed the following voting schedule to resume the staggered rotation:

2023 meeting: Industry

2024 meeting: University Research

2025 meeting: Federal Research and Extension

2026 meeting: Industry

Industry representatives met for 10 minutes. Dick Endris moved and Karen McKenzie seconded a motion to approve Hannah Walker of Y-Tex as the new Industry representative to the advisory board. All were in favor.

*Co-treasurer position*

The LIWC by-laws define a co-Treasurer position. Bill Donahue served in this role, but Bill retired leaving a co-Treasurer position open. Our accounts are set up with Bank of America, and there is banking paperwork involved with whomever is identified as the co-Treasurer. Alec described the co-Treasurer position and noted that it was in place so that a Treasurer wasn’t reimbursing themselves. Another benefit of co-Treasurer is having someone else with account access as a backup should the Treasurer be on leave. Several options were proposed including: add another co-Treasurer; have only one Treasurer (requires by-law amendment); rotating duties of Treasurer tied to an Advisory board member (requires by-law amendment); open the floor to other options

Nancy inquired and Alec confirmed that a co-Treasurer *is* allowed to sign checks. Perot Saelao suggested that the Chair could serve as the co-Treasurer. Alec commented that this would require annual paperwork to change the co-Treasurer. The candidate would most likely become the Treasurer at some point.

Amy Murillo was nominated for co-Treasurer and Nancy Hinkle seconded the nomination. A vote in favor of electing Amy Murillo as treasurer was unanimous.

Alec reminded the group that we are registered as a 501(c)(3) non-profit organization. We have an EIN number, we’re registered with the IRS as a tax-exempt entity, and we have our own bank account, which makes paying vendors and reimbursing folks easier.

*LIWC 2024*

Karen McKenzie, Local Arrangements Chair for LIWC 2024, announced that the meeting would be held in Cocoa Beach, Florida. Dates have not been set, but pricing estimates were based on the month of June.

Karen presented two hotel options: Courtyard by Marriot or Hilton Cocoa Beach Oceanfront. A member inquired and Karen confirmed that each hotel would include a hurricane season clause.

There was some discussion about when to host the meeting. Phil Kaufman commented that it was traditionally during the third week of June. Alec suggested the meeting be held late in June to accommodate those university folks who are on the quarter system and who are still teaching in mid-June. A comment was made that Father’s Day falls during the third week of June, and it was stated that the meeting has started on Father’s Day in the past.

Karen proposed possibly modifying the meeting days to Monday thru Thursday to possibly get lower hotel rates. Nancy Hinkle preferred to start on Sunday as tradition, unless it made a dramatic difference. Kateryn Rochon also preferred to start on Sunday because Saturday flights are cheaper.

Alec recommended the Marriot since the attrition allowance at the Hilton excluded government rate rooms from the contracted room block. Karen would negotiate with the hotels for a lower number of rooms but still keep the proposed rate to ensure that we meet the requirements. Jerry Hogsette commented that the government rate is very important because government folks can’t exceed it.

Nancy moved and Phil seconded to vote on the Marriot as the conference hotel for LIWC 2024. All were in favor. Polls for selecting dates will be forthcoming.

*Nominations for future meetings*

Mike Fletcher of Y-Tex offered Cody, Wyoming as the site for LIWC 2025. All were in favor.

Brandon Smythe offered New Mexico as the site for LIWC 2026. All were in favor.

Alec motioned and Barbara Hull seconded for the meeting to be adjourned. All were in favor.

Meeting was adjourned at 8:35am.

Respectfully submitted,

Pia Untalan Olafson