

31st Annual Gibbs Conference on Biothermodynamics
Minutes of the Business Meeting held on September 25, 2017
Touch of Nature Conference Center, Carbondale, IL

Respectfully submitted by Liskin Swint-Kruse

Attendees:

Organizers: Ana-Maria Soto and Scott Showalter

Board in Attendance: Jack Correia, Madeline Shea, Jim Cole, Clay Clark, Vince LiCata, Liskin Swint-Kruse

Attendees: Tim Lohman, Brian Baker, Dave Bain, Luis Marky, Jeanette Carey, Dorothy Beckett, Jim Horn, Aron Fenton, Steve Whitten, Aaron Lucius, Doug Barrick, Kathleen Hall, Andy Herr, Patricia Clark, Sarah Bondos, Trevor Creamer, Karen Fleming, Nick Fitzkee, Susan Pedigo, Ernesto Fuentes

The meeting was run by Jim Cole, President

- I. Call to Order: Jim Cole, President
- II. Report from the Organizers: Ana-Maria Soto and Scott Showalter

This year we had 196 applications and 182 registrations (14 cancellations). Several “regular” labs missed the deadlines and had to be contacted. Fund raising: 43 sponsors were contacted, 11 vendors provided a donation. Unchained Labs reached out to us. We also raised funds from 6 academic units. We received total sponsorship >\$9200. Several other companies sent nice letters with their regrets and wish to be contacted again next year.

A few problems occurred with housing when the list was sent to TON. These included mis-assignments in Little Grassy, one cabin being locked out, one cabin over booked (someone slept in the car). We may need to double check their assignments in the future (which used to happen). We also needed an emergency number for facilities, because they had a toilet overflow in the middle of the night.

With respect to technical issues, our projector switch box is for VGA and new laptops have HDMI. We at least need VGA/HDMI adaptors, and/or a long cable to reach the podium. The hand mike has worked for some people but not for others. (Suggestion: TED talk mikes turn with your head.) Questions were hard to hear; we might add the information to the session chairs about asking the audience to stand.

General discussion among the organizers: We need to either be militant about stopping people and staying on time, or agree to allow discussion to go over. Some student organizers feel overwhelmed about this. They are getting explicit instructions in Saturday Night Thermo, with rigorous time limits enforced. More info could be given to the moderators for regular sessions.

- III. Report from the Organizers of Saturday Night Thermo: Vince LiCata and Susie Pedigo

Some students need more instruction about how to give a flash talk (less data per slide). This year we had 92 RSVPs, 67 attended flash talks, 54 attended the career panel. No one left early and we had to shut down the career panel after it went over. The panel did it differently than past years and kept the intros very brief. Students drove the discussion. The room shape is still a

problem. The suggestion is to swap the reception and SNT; we could use the patio (if the weather is good). We will talk to Allen about logistics.

IV. Financial Report: Jack Correia, Treasurer

We are spending a little more money at TON each year. This year we paid \$2000 to support the new wifi. The food costs have drifted up over time, primarily because of the year we ran out of food and we now order more. The caterers aim for 20% over; any unused is donated to a food bank. This year's expenses totaled \$ 51,891.05 . We have quite a few extra supplies to hand to next year's organizers. Total revenue (\$46,460.00) was down a bit because we did not have as many registrants (budgets were based on 200 participants). Thus we lost \$5,431.05 his year. We have \$47,908.20 in reserves. We paid for the travel, registration, and rooms for the keynote and Ackers speakers.

We need to keep thinking about how to keep this funded. In low turnout years, we could let PIs know there is room for more student attendees. (Because of past years with a waiting list, we have limited the number of students per lab.) To expand the pool with new attendees, please send a note to the secretary (LSK) to get their names on the main mailing list.

Next year's organizers need to look for a new vendor for shirts, mugs, etc. This one we have been using has become expensive (\$1200.21 for shirts, \$449.80 for pints, \$399.90 for coffee mugs) and a little difficult to work with. We need to consider whether and how many souvenirs each year. Glasses/mugs have to be ordered by the gross. We should probably just switch to single items. Baseball caps and magnets were also proposed.

V. Election of 2018 (Gibbs32) organizers: Jim Cole, President

David Draper and Chiwook Park were chosen as the organizers for next year.

VI. Election of 2018 president-elect: Clay Clark, President-Elect

Brian Baker was chosen as president-elect.

VII. New business

a. Updates to Gibbs By-Laws: Liskin Swint-Kruse, Secretary

- i. Changes were announced to the by-laws. These are in response to Mike Johnson's retirement and further specify the roles of the Treasurer and information to be given to each year's new organizers.

b. Update from the Board Long-Term Members: Madeline Shea, Jack Correia

- i. Jack Correia is stepping down from his long-term role as board member and treasurer.
- ii. Treasurer-elect – Aron Fenton will serve as treasurer going forward. The bank account is moving to Kansas City.
- iii. Board-member-elect – Vince LiCata will serve as a long-term board member going forward.

c. Communication of Gibbs schedule guidelines to new organizers: Vince LiCata, Past President

- i. We will add a one-page "critical reminders" for the new organizers

VIII. Call for Items from the Floor: Clay Clark, President-Elect

No additional items were brought for discussion.