

# BY-LAWS OF FLORIDA STATE HORTICULTURAL SOCIETY, INC. A FLORIDA NON-PROFIT CORPORATION

## ARTICLE I. NAME

The name of the Corporation shall be Florida State Horticultural Society, Inc.

## ARTICLE II. PRINCIPAL OFFICE

The principal office of this Corporation shall be designated as required by the Board of Directors.

## ARTICLE III. PURPOSES

- A. To serve as an information center to collate, enhance and disseminate information in the broad field of Florida horticulture.
- B. To create and publish the proceedings of the Florida State Horticultural Society to advance Florida horticulture.
- C. For the advancement of charity education or any other related or corresponding charitable purpose by the distribution of its funds for such purposes.
- D. The advancement and development of horticulture in the State of Florida.
- E. To operate exclusively in any other manner for such charitable and educational purposes as will qualify it as an exempt organization under Section 501 C (5) of the Internal Revenue Code of 1954 as amended or under any corresponding provisions of any subsequent federal tax laws covering the distributions to organizations qualified as tax exempt organizations under the Internal Revenue Code as amended including private foundations and private operating foundations.

## ARTICLE IV. PROHIBITED ACTIVITIES

Notwithstanding any other provision of these by-laws or any other provision of these by-laws or the Articles of Incorporation this Corporation shall not conduct or carry on any activities not permitted to be conducted or carried on by any organization that shall be exempt under Section 501 C (3) or Section 501 C (5) of the Internal Revenue Code and its regulations, now existing or hereafter amended.

## ARTICLE V. MEMBERSHIP

*Section 1.* There shall be four classifications of membership, all of which carry voting privileges; a. Annual, b. Patron, c. Student, d. Honorary (nothing in this Article shall be construed as operating against or canceling the privileges of life members accepted as life members prior to the adoption of these by-laws).

*Section 2.* Any individual, corporate entity or partnership interested in the development and the advancement of horticulture in society shall be eligible for membership provided they agree to be bound by the Articles of Incorporation and By-Laws thereof and by such rules and regulations as may from time to time be adopted by the Board of Directors of this organization and upon the payment of the proper dues as hereinafter provided.

*Section 3.* Classification of members.

- A. Annual Members. Annual members shall be full members of the Corporation.
- B. Patron Members. Patron members shall be full members of the Corporation.
- C. Student Members. Student members shall be full members of the Corporation.
- D. Honorary Members. Honorary members shall not be required to pay annual membership fees and shall include those persons who

prior to the adoption of these by-laws were accorded the privilege of life membership.

E. Membership fees for Annual, Patron, and Student Members shall be established by the Board of Directors.

*Section 4.* Duration. All classes of membership save and except honorary shall be one year in duration and shall be required to be renewed annually by the payment of the required dues. Dues shall be payable in advance on the last day of December in each fiscal year, and will be considered delinquent after that date.

*Section 5.* The right of a member to vote and all of his or her other rights and interests in the organization shall cease on the termination of his or her membership. No member shall be entitled to share in distribution of the Corporate assets upon the dissolution of the organization's corporate structure.

*Section 6.* Application of membership. A prospective member shall be eligible for membership upon the approval of his or her application and payment of the applicable membership fees.

*Section 7.* Membership Committee. The membership coordinating committee shall consist of a chairman appointed by the Chairman of the Board of Directors, the chairman of the student affairs committee and one other member and shall have the duties of coordinating with the membership chairman of each section to develop plans for soliciting new members throughout the year and assuring that the needs of the membership are being met by the services and activities of the society.

*Section 8.* Resignation. Any member may resign from the organization by delivering a written resignation to the President or Secretary.

*Section 9.* Reinstatement. A member who has resigned in good standing may apply to the membership coordinating chairman for reinstatement.

## ARTICLE VI. MEMBERSHIP MEETING

*Section 1.* Annual meeting. The membership shall hold annual meetings each year at the principal office of the Corporation or such other place or places as may be determined by the Board of Directors.

*Section 2.* Special meetings. Special meeting of the members may be called at any time by the President or Secretary or by any 2 (two) members of the Board of Directors. Such meeting must be called by the President or Secretary upon receipt of the written request of 1/3 (one-third) of the members. Written notice of such meeting, stating the time, place and purposes shall be served by mail upon each member of the organization not less than 10 (ten) days nor more than 15 (fifteen) days before such meeting.

*Section 3.* Quorum. At any meeting twenty-five members or more present shall constitute a quorum for all purposes, and the act of the majority of these members present at which there is a quorum shall be the act of the entire membership, except as maybe otherwise provided for by statute or by the charter of the organization. In the absence of a quorum, or when a quorum is present, a meeting may be adjourned by the vote of a majority of the members present in person or by proxy without the notice other than by announcement at the meeting and without further notice to the absent members. At any adjourned meeting at which the quorum shall be present any business may be transacted which have been transacted at the meeting as originally notified.

*Section 4.* Voting Rights. At every meeting of members, each member entitled to vote, shall be entitled to vote in person. The vote for the election of directors and on any question before the meeting when deemed necessary by either the president or the secretary shall be by ballot. All elections and all questions to be decided at such meeting shall be by majority vote of the members present and entitled to vote.

*Section 5.* Order of Business. The order of business at membership

settings in the documents being needed for tagging was discussed and **Ritenour** noted that the most recent three issues have password-protected access.

**2007 Annual Meeting Planning Report.** **Simonne** reported that the first draft of the joint FSHS-SCSSF program is complete except for the Vegetable section (**Burns** will follow up with the VP), with 20 to 27 papers per section and six papers in the In-service Training session; six of the regular papers are by students. The VPs have organized their papers along topics and the student papers have been grouped for efficient judging. Student projectionists have been recruited and it was agreed that the Society will cover two nights of shared lodging for them. **Simonne** has solicited the membership for suggestions of invited speakers and there was some discussion of possible speakers. **Burns** asked that **Simonne** and **McClure** coordinate on inviting speakers. There was some discussion concerning the procedures for CEU credits being recorded. **Simonne** asked the VPs to send pictures to him that can be used in the program booklet. **Simonne** reported that IFAS will print the program booklet cover for free and he estimated that printing will cost \$1,000. **Simonne** moved that his report be accepted; seconded by **Morgan**; the motion was approved.

**Brecht** noted that there was no vote taken at the January BOD meeting regarding the Council Memorial Tomato Research award, which **Burns** had proposed eliminating. After a short discussion during which **Brecht** pointed out that the By-laws indicate that the award was to be continued until the donated funds and earnings from investments are exhausted, **McClure** moved and **Castle** seconded that the award be discontinued and removed from the By-laws; the motion was approved.

**Parmenter** and **Norman** reported on local arrangements and said that **Gene Albrigo** has recruited meeting sponsors and that the list of sponsors has been transmitted to **Simonne**. Concerning displays for the meeting, there was some discussion of the traditional displays and who to contact regarding those, and it was agreed that **Simonne** would solicit additional displays via the FSHS listserve while the **Local Arrangements Committee** would follow up on the previous displays and look for new ones as well.

**Administrative Report.** No report.

#### **Old Business.**

**Final 2005–06 Committees.** **McClure** and **Burns** reported that the committees and committee chairs are as follows:

Nominating Committee—Liz Baldwin

Local Arrangements Committee—Audrey Norman and  
Darrin Parmenter

Student Best Paper Committee—Jose Reyes  
Presidential Gold Medal Award (Veg Section)—Jackie Burns

President's Industry Award—Mark Ritenour

Outstanding Commercial Horticulturist Award  
(Ornamental Section)—Bob Stamps

Best Paper Award Committee

Citrus Section—Jim Syvertsen

Krome Section—Ed Etxeberria

Vegetable Section—Jay Scott

Garden, Landscape & Ornamental Section—Juanita Popenoe

Handling & Processing Section—Steve Sargent

**Potential Joint Meetings.** **Tyson** indicated that he is willing to talk to representatives from other societies. **Toapanta** was not present.

**Report on auditing.** **Burns** reported that the consensus of opinion among those she has asked is that there is no need for an audit. She noted that the By-laws mention appointment of an internal auditing committee, not an outside audit.

**Honorary Membership nominations.** **Brecht** presented the nominations that were submitted and the BOD discussed those at some length. **Simonne** moved that the nomination of Ted Winsberg by Nancy Roe be accepted; seconded by **McClure**; the motion was approved.

**Discontinuation of cash awards.** **Burns** asked that this topic be dealt with since no action was taken at the previous BOD meeting. After a brief discussion, **McClure** moved that providing cash awards for the Best Paper Award winners be discontinued; seconded by **Castle**; the motion was approved.

**ASHS contract proposal to handle paper submissions and copy editing.** **Burns**, **McClure** and **Etxeberria** reported that ASHS will print the Proceedings for \$4,600; added to the \$14,800 previously approved by the BOD (Jan. 2007) for ASHS to handle paper submissions, author contacts, initial editing and layout, author authorizations, table of contents and indexing, and providing printer-ready pdf files of papers, this would total \$19,400. This figure was compared to \$18,080 charged by Painter Printing to prepare and print the 2006 Proceedings without handling paper submissions, author contacts, initial editing and layout, author authorizations, table of contents and indexing. **Castle** moved that the Chairman of the Board be directed to get formal quotes for printing the next Proceedings; seconded by **McClure**; the motion was approved.

**Combined Secretary and Treasurer positions.** **Brecht** briefly updated the BOD on the history of combining the Secretary and Treasurer positions on a trial basis following the resignation of former Treasurer Garvie Hall. He presented two options: 1) make a decision now since the 5-year Treasurer term originating with Hall is ending in June, or 2) continue the trial for 2 more years until **Brecht's** 5-year Secretary term ends in 2009. The consensus of the BOD was to continue the joint appointment on a trial basis.

#### **New Business.**

**Student Best Paper contest and Nominations.** **Committee Chairs Jose Reyes** and **Liz Baldwin** were absent; **Burns** indicated that she would communicate with the committee chairs about their duties.

**Local meeting arrangements.** **Norman** asked for some details regarding the displays and indicated that **Gene Joyner** will coordinate the fruit and vegetable displays. **Burns** suggested involving **Meeting Coordinator Tracy Shawn** in the planning because she can communicate with the hotel about location and needed space. **Norman** indicated that ideas for a tour are being investigated and that she would send information to **Ritenour** when it was available for posting on the website. It was agreed that all material for the Program would be submitted by May 15.

**Meeting sponsors.** **McClure** reported that he has four, \$1,000 commitments, and **Burns** reported that she has one, \$2,000 commitment.

**Meeting Publicity.** **Simonne** noted that program material will be posted on the website by April 27; **Ritenour** reported that he has submitted PR material to trade journals, the Palm Beach Post, and industry associations. He needs to get contact information for the Florida Nursery Growers and Landscape Association (FNGLA).

**Meeting timing.** There was a short discussion of the pros and cons of holding the FSHS Annual Meeting at different times of the year and no action was taken.

**Burns** asked if there was any further business to discuss and **Ritenour** reminded the Secretary-Treasurer that a proposal to change the By-laws to create the BOD position of Marketing Coordinator needs to be prepared and voted on by the membership at the Annual Meeting, which was noted.

**Burns** noted that the next BOD meeting will be prior to the Annual Meeting at 2:00 p.m.–4:00 p.m. on Sunday, June 3 in Canterbury B at the PGA National Resort in Palm Beach Gardens. The Awards Ceremony will follow at 5:00 p.m. in the British Open Ballroom.

There being no further business, the meeting was adjourned by **Burns**.

Respectfully submitted,  
Jeff Brecht, Secretary

## **FLORIDA STATE HORTICULTURAL SOCIETY Board of Directors**

**MINUTES**  
June 3, 2007

The fourth meeting of the 2007 Florida State Horticultural Society Board of Directors at the PGA National Resort, Palm Beach Gardens was called to order by **Chair Jackie Burns** at 2:05 PM who welcomed the BOD members. She turned the meeting over to **President Peter McClure**. Board of Director members in attendance were as follows: Jackie Burns, Peter McClure, Eric Simonne, Ed Etxeberria, Jeff Brecht, Mark Ritenour, Richard Tyson, Bill Castle, Mongi Zekri, Kelly Morgan,

Ralph Mitchell, Juanita Popenoe, and Marco Toapanta. Audrey Norman and Darrin Parmenter represented the Local Arrangements Committee. Mike Neff of ASHS also attended.

**Minutes of the April BOD Meeting.** Secretary **Jeff Brecht** presented the minutes of the April 20, 2006 Board of Directors meeting, which had been distributed, revised based on BOD comments and redistributed prior to this meeting. **Brecht** made a motion that the revised minutes be accepted, **Ritenour** seconded the motion and it was approved.

**Treasurer's report.** **Brecht** reported on the Society's finances for the first quarter of 2007 and gave a preview of the 2006 year-end report to be presented at the Annual Business Meeting. He pointed out that membership dues income was very low as of March because most members are still renewing their membership at the same time that they register for the Annual Meeting. Updated membership and meeting registration numbers from **Meeting Coordinator Tracy Shawn** were to be presented at the Business Meeting. **Zekri** made a motion that the report be accepted, **Castle** seconded the motion and it was approved.

**Editor's report.** Editor **Ed Etxeberria** described the procedure for support from ASHS in preparing the Proceedings, which will include conducting almost all of the clerical work that was previously overwhelming the Editor. **ASHS Executive Director Mike Neff** indicated that ASHS is ready to move forward. **Etxeberria** described the paper submission and editorial process. **Brecht** asked about doing 'clean-up' of the manuscripts first rather than after editing. **Etxeberria** indicated that he had requested that so that papers look good when they are sent for review. **Etxeberria** mentioned that this ends the relationship between FSHS and E.O. Painter. Painter only prints – it does not do the things that ASHS will be doing. Papers will be submitted electronically to [fshsproc@fshs.org](mailto:fshsproc@fshs.org).

**Marketing Coordinator's report.** **Marketing Coordinator Mark Ritenour** reported that he plans to send the first announcement of the Annual Meeting to non FSHS entities earlier next year, then later he will send an announcement with program details from the VPs. He indicated that the programs and abstracts had been posted to FSHS website as soon as available.

**Program Coordinator's (Annual Meeting) report.** **Program Coordinator Eric Simonne** distributed copies of the Program; He reported on the numbers of papers to be presented in each session and noted that there were 10 student papers. **Simonne** thanked all the VPs and others who have helped with the program. He provided instruction to the VPs on conducting their sessions, including the arrangements for student projectionists.

**Local Arrangements report.** Co-chairs **Audrey Norman & Darrin Parmenter** reported that the displays were already installed. They also reported that a Mounts Botanical Garden tour would be offered on Monday 1–4 pm.

**Meeting Sponsorships.** **McClure** reported that two additional silver sponsors had been added after the program was printed. An amount of \$9,800 was donated in total.

**Student Program.** **Student Best Paper Committee Chair Jose Reyes** reported that five papers had met the submission deadline and were entered. **Reyes, George Fitzpatrick, and Gene Albrigo** will judge the papers and presentations. **Reyes** requested a clarification of the Board's decision to discontinue Section Best Paper honorariums. **Burns** explained that the feeling of the Board was that the honorariums were not going to be missed by the winners and that the possibility of receiving an honorarium was not significantly influencing anyone's decision to submit a paper.

**Nominations.** **Burns** explained the process for nominations to fill BOD positions, which is delineated in the By-Laws: the Nominations Committee includes two members of each section and is charged with putting together a slate of nominees to be presented to the membership. Traditionally, the VP-Elect nominees are determined by the individual sections and the names communicated to the Nominations Committee. **Burns** then listed the slate of nominees that the committee had put together to that point in time. A discussion followed that clarified the nominating procedure.

**Administrative report.** **Neff** indicated that things are going well

from the standpoint of the ASHS staff. Upgrades to ASHS services include Shopping Cart upgrades. Accounting is now being outsourced. There were 202 pre-registered for the Annual Meeting as of Friday (173 of those registered online). There were 193 FSHS members registered as of Friday.

#### **Unfinished Business**

**By-Laws updates.** **Brecht** reminded the Board that it had previously approved the creation of a new BOD position of Marketing Coordinator, which would need to be voted on by the membership at this meeting. He distributed a draft of the By-Laws change, which was discussed and some changes agreed upon. **McClure** directed **Brecht** and **Ritenour** to incorporate those changes and prepare copies for distribution at the Business Meeting. **Brecht** explained that if the change is approved, **Ritenour** will be included in the slate of nominees to be elected at this meeting.

#### **New Business**

**Business Meeting agenda;** **Brecht** distributed a draft of the agenda for the Business Meeting; after it was reviewed, he was asked to add a Webmaster report to the agenda. **Castle** suggested that the Chair should lead a discussion during the Business Meeting on the state of the Society and where the Society is going. **McClure** agreed to lead the discussion during the New Business portion of the Business Meeting.

**Ritenour** relayed a suggestion from Pete Stoffella that the Society should recognize Patron Members with certificates. The suggestion was well received and **McClure** charged **Brecht** with preparing the certificates.

**Popenoe** suggested that a citrus display replace the tropical fruit display next year because she was concerned that Jonathan Crane is getting worn out from putting the tropical fruit display together each year. There was some discussion but no action was taken.

**Simonne** posed a question about the relationship between authors being notified that their papers are accepted and registration for the meeting. **Etxeberria** explained that the VPs are supposed to accept/reject papers, which is done in conjunction with sending author agreements before the meeting. There was some discussion about the possibility that a person who submitted an abstract and registered for the meeting might no longer wish to attend the meeting if the submission was rejected. It was decided to treat such on a case-by-case basis if someone asked for a refund of the meeting registration.

There being no further business, the meeting was adjourned by **McClure** at 4:00 p.m.

Respectfully submitted,  
Jeff Brecht, Secretary

## **FLORIDA STATE HORTICULTURAL SOCIETY Annual Business Meeting, PGA National Resort**

### **MINUTES**

*June 5, 2007, 8:30 a.m.*

The 120<sup>th</sup> Annual Business Meeting of the Florida State Horticultural Society was called to order on June 5, 2007 by Chairwoman Jackie Burns at 8:30 a.m. at the PGA National Resort, Palm Beach Gardens. Burns requested that the members observe a moment of silence in honor of deceased members, Carl Campbell, Bill Whitman, Kent Cushman and others. Burns introduced the Outgoing President and new Chairman of the Board, Peter McClure, presented him with a gavel and turned conduct of the meeting over to him. Chairman McClure presented a plaque to outgoing Chairwoman Burns expressing the Society's appreciation for her service.

Minutes of the 2006 Annual Business Meeting. Secretary-Treasurer Jeff Brecht noted that the minutes of the 2006 Business Meeting were published in the Proceedings, which had been distributed to the membership of the Society. He asked if there were any comments or questions regarding the published minutes and there were none. A motion to approve the minutes as published was made by Winsberg and seconded by Jackson; the motion was approved.

**Treasurer's report.** **Brecht** thanked ASHS Executive Director Mike Neff and ASHS Administrative Assistant Tracy Shawn for their help in compiling the report. He reported that FSHS had assets totaling



meetings shall be as follows:

- A. Calling of the roll of members.
- B. Proof of notice of meeting or waiver of notice submitted.
- C. Reading of the minutes of the previous meeting.
- D. Reports of officers.
- E. Reports of committees.
- F. Election of Board of Directors.
- G. Unfinished business.
- H. New business.

Any question concerning the priority of the business to be conducted before the meeting shall be decided by the Chairman of the meeting. The order of business may be amended or changed at any meeting by majority of vote of the members present at such meeting.

*Section 6. Informal actions by members.* Any action that may be taken at a membership meeting may be taken without a meeting if a consent in writing, setting forth the action, shall be signed by the holders of outstanding memberships having not less than a minimum number of votes that would be necessary to authorize or take such action at a meeting at which all members entitled to vote thereon were present and voted and filed with the Secretary of the Corporation. Within ten (10) days after obtaining such authorization by written consent, notice must be given to those members who have not consented in writing to such action taken.

## ARTICLE VII. BOARD OF DIRECTORS

*Section 1. General management of the affairs of the organization shall be vested in the Board of Directors.*

*Section 2. The number of directors shall not be less than three (3) nor more than twenty-one (21) which may be changed from time to time by amendment of these By Laws in the manner provided herein with the initial board to consist of fourteen (14) persons.*

*Section 3. The Election of Directors.* The Board of Directors shall be elected by the members of the organization at the annual meeting of the members by a majority vote of the members present at such meeting as provided in Section 1 of Article VI herein above.

*Section 4. Duties and Powers of the Directors.* The Board of Directors shall have the authority to:

- A. Hold meetings at times and places that may deemed proper and necessary.
- B. Admits, suspend or expel members.
- C. Appoint committees on particular subjects for members of the board or from the membership of the organization.
- D. Audit bills and disburse the funds of the organization.
- E. Print and circulate documents and publish articles, pamphlets and papers.
- F. Carry on correspondence, communicate with other associations with the same interests.
- G. Employ agents.
- H. Devise and carry into execution such other measures as deemed proper and expedient to promote the objects of the organization and protect the interests and welfare of the members.
- I. Remove any or all of the officers of the organization with due cause prior to the termination date of such office.
- J. Elect substitute directors in the event any director resigns or is removed from office prior to the termination date from such office.
- K. Terminate the contract of any firm, individual or any other entity employed by the organization to perform any and all nature of services to the organization.
- L. Employ, retain or terminate any employee of the corporation who it deems appropriate.

## ARTICLE VIII. MEETINGS OF THE BOARD OF DIRECTORS

*Section 1. Annual Meetings.* The annual meeting with the Board of Directors shall be held at a place or places determined by the Chairman the Board.

*Section 2. Special Meetings.* Special meetings of the Board of Direc-

tors may be called by the President or by any two (2) members of the Board of Directors. Written notice shall be given stating the purpose of such meeting and shall be delivered to each member of the Board of Directors or mailed to the last known address of such director at least five (5) days prior to such meeting date.

*Section 3. Regular Meetings.* The Board of Directors shall hold regular meetings at such time and place as may be approved by a majority of the board. A majority of the board shall constitute a quorum. The board may be canvassed by mail and vote by ballot in like manner.

*Section 4. Absences.* Should any member of the Board of Directors absent himself without just cause from three (3) consecutive meetings of the board without notifying the President or Secretary for his/her reason for doing so and if his/her reason should not be accepted by the members of the board, his/her seat on the board may be declared vacant and the board may vote to select a substitute director from the membership of the organization to serve the remainder of his/her term.

*Section 5. Resignation.* Any director may resign at any time by giving written notice of such resignation to the Board of Directors.

*Section 6. Removal, Termination of Office.* Anyone or more of the directors may be removed with cause at any time by the Board of Directors in the same manner set forth for voting on any issue herein above.

*Section 7. Delegation of Authority.* Board of Directors shall delegate authority to any executive committee created by it to conduct the business of the organization in accordance with the policies prescribed by the Board of Directors from time to time.

*Section 8. Eligibility for Membership.* Only members in good standing shall be qualified to become members of the Board of Directors.

*Section 9. Election of Directors.* The President shall appoint a nominating committee consisting of not less than two (2) persons from each section, one of whom shall be the most recent past sectional vice-president able to serve. This committee shall at each annual meeting make nominations for officers and other members of the Board of Directors for the ensuing year provided the members representing various sections shall seek advice of each section in open meetings concerning the nomination of Vice-President elect for that section. Such nominations by the nominating committee, however, shall not preclude nominations from the floor.

1. At the annual meeting held after the adoption of the By Laws an election shall be held and determined by the majority of the members present. The editor, program coordinator, secretary, treasurer, and marketing coordinator shall each be elected for a five (5) year term. A vice-president elect from each section shall be elected for a one (1) year term.
2. At all elections for members of the Board of Directors, only active voting members in good standing may be qualified to cast their votes for such directors. The installation of office of those directors who have been elected in any part of the year shall be held immediately following the date of the annual meeting at which such new members of the board were elected.

*Section 10. Order of Business.* The order of business of the Board of Directors meeting shall be the same as provided in Section 5 of Article VI except that the election shall be for the officers of the corporation and for members of the executive committee.

*Section 11. Directors shall receive no compensation for their services.*

*Section 12. The directors of the corporation shall not be personally liable for its debts, liabilities or other obligations.*

## ARTICLE IX OFFICERS

*Section 1. The officers of the corporation:* Chairman of the Board who is the immediate past president, President, five sectional Vice-Presidents, as more particularly hereinafter described, Secretary, Treasurer, Editor, Program Coordinator, Marketing Coordinator and two members at-large selected from industry and such other officers with such powers and duties not inconsistent with these By Laws as may be appointed and determined by the Board of Directors from time to time.

*Section 2. Term of Office.* The terms of the office for the Editor,

Program Coordinator, Secretary, Treasurer, and Marketing Coordinator shall be five (5) years on a staggered basis with no member serving more than two (2) terms in such offices. All other offices shall be for a term of one (1) year except the members at-large which serve alternative two (2) year terms elected in alternate years.

*Section 3. Installation and Commencement of Duties.* The officers newly elected at the annual meeting and the Board of Directors shall be installed and take office on the first day of the year immediately following the date of the annual meeting as established by the Board of Directors simultaneously with the installation of the incoming Board of Directors.

*Section 4. Election.* The officers of the corporation shall be elected by the Board of Directors in the following manner:

A. The President shall appoint a nominating committee consisting of not less than two (2) persons from each section, one of whom shall have been the most recent past sectional vice-president able to serve. This committee at each annual meeting shall make nominations for officers and directors for the ensuing year provided the members representing various sections shall seek advice of each section in open meetings concerning the nomination of Vice-President elect for that section. Such nomination shall not preclude nominations from the floor. The names of the proposed officers shall be submitted to the board prior to the annual meeting.

*Section 5. Consent to Election.* Only those persons who have signified their consent to serve if elected shall be nominated for or elected to such office.

*Section 6. Multiple Offices.* No person shall be on the ballot for more than one (1) office.

*Section 7. Vacancies in Office.* If the office of Chairman of the Board or President becomes vacant by reason of termination or resignation during the term of office, the Board of Directors shall select a successor to succeed to the office for the unexpired term. Vacancies in all other elected offices shall be filled for the unexpired term by the Board of Directors. During the absence or the inability of the President to serve, the Chairman of the Board of Directors shall temporarily fulfill the role of President.

*Section 8. Duties of Officers.*

A. Chairman of the Board. It shall be the duty of the Chairman of the Board to chair the board meetings; appoint all standing committees as prescribed by the board, and he or she shall perform such other duties as may be delegated to him or her by the Board of Directors.

B. President. It shall be the duty of the President as a Chief Executive Officer to be the official head of the society and preside at the general session of the annual meeting. The President shall be directly responsible to the Board of Directors and may be removed from office for cause by an affirmative vote of a majority of the full Board of Directors. The President shall have the power to sign all contracts and any other obligations on behalf of the corporation approved by the Board of Directors. The President shall be ex-officio member of all sections and committees except the nominating committee. He/she shall be authorized to sign checks on the corporation's bank account. In addition The President shall have and perform such other duties as may be delegated to him/her by the Board of Directors.

C. Sectional Vice-Presidents. The sectional vice-presidents shall be members of the Board of Directors. The sections comprising the corporate body shall be: Citrus Section, Vegetable Section, Krome Memorial Institute (tropical and subtropical fruits), Ornamental, Garden & Landscape Section, and Handling and Processing Section. The Vice-President of the Citrus section shall assume the duties of the President in the temporary absence of the President. The Vice-Presidents of the various sections shall preside over the particular sections of which they are representatives at the annual meeting.

D. Secretary. The Secretary shall record all records of the meetings of the Board of Directors and shall be responsible except as may otherwise be designated by the By Laws for recording and keeping

proceedings of the annual meeting. The Secretary shall likewise issue and mail out statements of dues to the membership, notices of meetings, and perform such other duties as are designated by the Board of Directors.

E. Treasurer. The Treasurer shall be responsible for all funds paid into the corporation and shall issue and countersign all vouchers paying bills or accounts against the corporation. The Treasurer shall be placed under bond in an amount determined by the Board of Directors, premium which shall be paid by the corporation. Current financial records shall be kept at all times and reports on the financial status of the corporation shall be submitted at all meetings of the Board of Directors and membership with copies to be provided for the President's file. The books of the corporation shall be delivered to his/her successor immediately following the termination of the office and election of a new Treasurer.

F. Editor and Program Coordinator. The Editor and Program Coordinator shall perform such duties as may be prescribed and authorized by the Board of Directors.

G. The Marketing Coordinator is the chair of the Publicity Committee and is responsible for implementing the Society's marketing plan. The Marketing Coordinator serves as webmaster for the Society's website, and is responsible for converting to electronic format and posting to the website past Proceedings as well as updated membership and registration forms as they become available.

H. Reports of Officers. All officers shall perform the duties prescribed and assigned to them by the President from time to time and as outlined herein and delivered to their successor all official material not later than thirty (30) days following the election and installation of their successors.

I. Compensation. Officers of the corporation shall receive no compensation for their services.

## ARTICLE X COMMITTEES

Corporation shall have such committees as shall be necessary for the conduct of the organization's business and to carry out its objects and purposes. All committees shall serve for one (1) year. The committees shall be as established by the Board of Directors and initially are as follows:

1. Nominating Committee. There shall be a nominating committee established as provided above and appointed by the President who shall designate a member of the committee as chairman and shall have such duties as above provided.

2. Membership Coordinating Committee. The Chairman of the Board of Directors shall appoint a membership coordinating committee that shall consist of a chairman, the chairman of the student affairs committee and one other member. Within each section, the sectional Vice-President shall appoint a sectional membership chairman and designate a chairman thereof. The chairman of the sectional membership committee shall work closely with membership coordinating committee to develop plans for securing new members throughout the year and ensuring that the needs of the membership are being met by the services and activities of the society. The chairman of the membership coordinating committee shall meet with the Board of Directors when requested by the Chairman and shall make recommendations to the Board of Directors on membership enlargement, participation and related activities.

3. Program Committee. The Vice-Presidents of the various sections shall constitute a program committee of which the President shall be the chairman, the Program Coordinator, Chairman of the Board, Secretary and Treasurer shall be ex-officio members.

4. Student Affairs Committee. The Chairman of the Board of Directors shall appoint a student affairs committee. This committee shall coordinate all affairs of the society related to student activities, including distribution of patron funds for support of student attendance at meetings, recognition of student at meetings, reports of students and other student related activities.

5. Editorial Committee. The Chairman of the Board of Directors shall

appoint an editorial committee consisting of one (1) associate editor from each of the five (5) sections and additional members who conduct the reviews for the peer reviewed papers. The Editor will serve as the chairman of the Editorial Committee. This committee shall meet with the Editor as called and assist him or her in the editing and preparation of manuscripts for publication in the proceedings as needed. Name of nominees for associate editor position shall be presented to the Board of Directors along with brief resumes of their background and qualifications. Associate editors for refereed and non-refereed papers shall then be appointed by the Chairman of the Board of Directors with the approval of the editor. Such appointment shall be for a three (3) year term with an option for renewal

6. Auditing Committee. The President with the approval of the Board of Directors shall appoint an auditing committee which committee shall confer with the Treasurer in preparing an audit to be presented by the Treasurer at the annual meeting. The President shall appoint such other committees as may be deemed advisable and approved by the Board of Directors.

7. Awards Committee. There shall be a separate committee on awards as follows:

A. Presidential Gold Medal Award Committee - the presidential gold medal award committee shall consist of the Chairman of the Board of Directors who shall act as chairman and three (3) or more other members of the society of the corporation appointed by the President. The presidential gold medal shall be awarded to one (1) individual who has contributed most to Florida horticulture through work published in the proceedings over the preceding time periods since the given section was last eligible. The award will rotate each year from section to section with the Citrus Section eligible in 1975 followed in order by the Krome Memorial Institute, Vegetable Section, Ornamental, Garden & Landscape Section, and Handling & Processing Sections. The awards shall consist of a gold medal suitably inscribed, a printed certificate, an honorarium of \$500.00, and hotel expenses for the recipient and spouse while at the annual meeting.

B. Best Paper Award Committee - the best paper award committees shall be appointed by the President annually from each of the society's sections. Each committee will consist of three (3) members who:

- a. Most recently have served as Vice-Presidents of respective sections but;
- b. Who were not authors of papers in that volume of the proceedings from which the selection is being made,
- c. Who remain members of the corporation.

If less than three (3) members qualify for appointment in any section, the President may appoint members lacking qualification (a) above. Membership of these committees will not be announced. Each sectional best paper will select the best and most meritorious paper as printed in the previous year's proceedings for its respective section. This award shall consist of a medal and printed certificate suitably inscribed and an honorarium of \$200.00.

C. Presidents Industry Award Committee. The selection of the paper qualifying for the president's industry award will be made by a committee consisting of at least one (1) member from each section of the society, appointed by the President. The award will be presented to the senior author of a single best paper given at the Florida State Horticultural Society annual meeting by an industry author. An industry author is defined as anyone other than a staff member of an academic institution or a government agency. In those instances where there are both senior and junior authors, all must meet the qualifications of industry authors. The senior author of the paper must be a member of the society. Any paper which receives recognition as the best paper in a section will also be eligible for the President's Industry Award if other qualifications are met. The award shall consist of a plaque suitably inscribed and presented at the Presidents discretion.

D. Council Memorial Tomato Research Award. This award shall be presented based on \$2,500.00 donated to the corporation by Mrs. Emmett H. Council, Council Farms, Ruskin, Florida. The award shall be continued until the fund and earnings from investments are exhausted. The award committee shall consist of the Chairman of the Board of Directors and four (4) other members of the corporation appointed at large by the President whose names will not be announced. The award shall be given to the individual or group who has done work with the most potential to further the fresh market tomato industry in Florida through advances reported in any single publication in any scientific or technical form. Such publication must have been published during the two (2) previous calendar years. The senior author of the publication upon which the award is based must be an active member of this corporation. At the discretion of the Chairman of the Board, the award may not be presented in any given year when there does not appear to be suitable nominees. The award shall consist of a certificate suitably inscribed and a \$200.00 honorarium.

E. Outstanding Commercial Horticulturist Award. This award shall be presented annually to an individual who has made significant contribution to the commercial Florida horticultural industry and to the FSHS. Criteria for the selection will be based on the following: Accomplishments: 1. Membership and participation in the Florida State Horticultural Society. 2. Leadership in the Florida horticultural industry. 3. Excellence in the production and/or marketing of horticultural crops. Procedures: 1. The award will be rotated annually among the five Sections of the FSHS in order as follows: Vegetable Section, Citrus Section, Krome Memorial Institute, Ornamental, Garden & Landscape Sections, and Handling & Processing Section, starting in 2002 with the Handling & Processing Section. 2. The president shall appoint a selection committee of five (5) members, three from the section to receive the award. Members are encouraged to submit nominations in written format to the secretary or the president. 3. Recipients are not required to present a paper at the annual meeting. 4. The award will consist of a suitable inscribed plaque and printed certificate.

F. Student Best Paper Award. Students are encouraged to attend the annual meeting and to compete for the Award. The student and the student advisor must be members to participate and the student must be the senior author of the paper and deliver the presentation. Papers and presentations will be judged by a committee chairman and at least two (2) individuals from different Sections appointed by the President. Manuscripts and presentations at the annual meeting will be judged on organization, clarity of introduction and literature review, effective use of figures and tables, report of conclusions, completeness, timing, response to questions, and importance to Florida horticulture. The committee members shall score each student, determine a first, second and third place winner, and announced winners at the annual business meeting. Student winners will receive prize money with monetary values set by the Board of Directors and be recognized in the Proceedings of the Florida State Horticultural Society.

## ARTICLE XI

### BY LAW AMENDMENT

The By Laws or the Articles of Incorporation of this corporation may be amended, repealed or altered in whole or in part by a majority vote at any duly organized meeting of the members at which a quorum shall be present. Notice of the proposed change shall be published in the news letter and mailed to each member at his/her last known address at least ten (10) days prior to the time and date of the meeting which is to consider and vote upon such change or amendment. The proposed change or amendment to the By Law or the Articles of Incorporation shall, prior to notice being given of such meeting, be ratified and approved by the Board of Directors by a majority vote of the directors present at such Board of Director's meeting. Only those directors present may cast their vote on the action before the meeting.

Copies of such revised or amended By Laws or Charter shall be given



to any member upon request.

ARTICLE XII  
*PARLIAMENTARY AUTHORITY*

The Rules contained in Roberts Rules of Order as Revised shall govern the Board of Directors, Officers, Chairmen of various Committees, and the Members in all cases in which they are applicable, provided, however, that they do not conflict with the By Laws of the Charter of this Corporation, or with the laws of the State of Florida.

ARTICLE XIII  
*FISCAL YEAR*

The fiscal year of the Corporation shall commence on the 1st day of January of each year and terminate on the 31st day of each calendar year.

ARTICLE XIV  
*SEAL*

The Corporation shall have a seal of such design as may be approved by the Board of Directors.

ARTICLE XV  
*DISTRIBUTION OF ASSETS*

Upon dissolution, liquidation and winding up of the Corporation, the Board of Directors shall, after paying or making provision for the payment of all of the liabilities of the Corporation, dispose of all assets of the Corporation exclusively for the purposes of the Corporation in such manner, and to such organization or organizations organized and operated exclusively for charitable, education, religious, horticultural or scientific purposes as shall at the time qualify as an exempt organization under Section 501(c)(3) or (c)(5) or the Internal Revenue Code of 1954 as amended, as the Board of Directors may determine. Any assets not so disposed of shall be disposed of by a court of competent jurisdiction in the county in which the principal office of the Corporation is then located, exclusively for such purposes, or to such organization or organizations as such Court shall determine which will not impair the tax exempt status of this Corporation.

ARTICLE XVI  
*INDEMNIFICATION*

The Corporation may be empowered to indemnify any officer or director, or any former officer or director, by a majority vote of a quorum of directors or by a majority vote of a quorum of members, who were not parties to such action, suit or proceeding, in the manner provided in Section 607.014 of the Florida Statutes, as amended. If such indemnification is authorized by the directors or members, expenses incurred in defending such civil or criminal action, suit or proceeding may be paid by the Corporation in advance of the final disposition of such action, suit or proceeding in the manner described in Subsection 5 of Section 607.014 of the Florida Statutes, as amended, upon receipt of an undertaking by or on behalf of the director, officer, employee or agent to repay such amount unless he/she is found to be entitled to such indemnification.

ARTICLE XVII  
*CONTRACTS, CHECKS, DEPOSITS*

*Section 1.* Contracts. The Board of Directors may authorize any officer or agent of the Corporation to enter into any contract or to execute and deliver any instrument or document on behalf of the Corporation, which authority may be general or specific.

*Section 2.* Deposit. All funds received by the Corporation shall be deposited in such depositories as selected by the Board of Directors or in such Trusteeship for said funds as the Corporation through its Board of Directors may deem in the best interests of the Corporation. "All uncommitted funds shall be invested by the Treasurer in Federal Insured Investments approved by the Board of Directors". For prudent operation and financial security of the Corporation, funds in an amount at least one and one-half (1.5) times the annual expenses shall be maintained, whenever possible, in such reserve funds and shall not be allowed to exceed two and one-half (2.5) times annual expenses. Deviations from these practices may be authorized by a majority vote of the Board of

Directors.

*Section 3.* Checks. All checks, drafts, or any authorization for the payment of any notes, sums of money, or other evidence of debt issued in the name of the Corporation shall be signed by such officers or agents as shall from time to time be designated and determined by the Board of Directors. Unless otherwise authorized, such instruments shall be signed by the Treasurer and the President or the Vice-President of the Citrus section.

*Section 4.* Approval of Bills. All bills before being paid shall be approved by the President, Secretary or Treasurer and vouchers drawn to pay such bills shall be signed as herein above provided.

ARTICLE XVIII  
*RESOLUTIONS*

Resolutions may originate either in the Resolutions Committee or in a regular scheduled sectional business meeting. In the latter case the resolutions must be supported by a majority vote of those members present voting. All resolutions will be evaluated by the Resolutions Committee and transmitted with its recommendation to the Chairman of the Board of Directors. He will place them before the full Board of Directors by either:

- A. Calling a special meeting of the Board of Directors or;
- B. Instructing the Secretary to poll the members of the Board of Directors.

Those resolutions approved by at least eight (8) members of the Board of Directors will be presented by the chairman of the Resolutions Committee to the membership at the annual meeting for action by the Corporation as a whole.

ARTICLE XIX  
*HONORARY MEMBERS*

Any individual who has rendered a special meritorious service to the society and to the advancement of horticulture in Florida may be designated by a two-thirds (2/3) vote of the full Board of Directors as an honorary member of the Corporation. Such honorary member shall not be required to pay dues.

ARTICLE XX  
*RECORDS*

The Corporation shall maintain correct and proper books and records and shall keep minutes of all meetings of the members and Board of Directors, at the principal office of the Corporation. All such records may be inspected by any director, member, or agent or attorney of either, or any proper person at any reasonable time.

DATED & ADOPTED:

June 5, 2007

By: Jaqueline K. Burns  
President

Attest: Jeffrey K. Brecht  
Secretary

FLORIDA STATE HORTICULTURAL SOCIETY  
Board of Directors

MINUTES  
September 15, 2006

The first meeting of the 2006–07 Florida State Horticultural Society Board of Directors was called to order by **Chairman Jackie Burns** at 10:00 a.m. at the Citrus Research & Education Center, Lake Alfred. **Burns** welcomed the new Board of Directors (BOD), including **President Peter McClure**, and told the BOD that comments from the Annual Meeting have been uniformly positive.

**Attending:** Jackie Burns took attendance and the BOD members in attendance were as follows: Peter McClure, Mongi Zekri, Anne Plotto, Ralph Mitchell, Marco Toapanta, Kelly Morgan, Juanita Popenoe, Anita Neal, Eric Simonne, Ed Etxeberria, Mark Ritenour, and Bill Castle.

**Minutes of June 4 BOD meeting.** **Burns** noted that there was some missing information being requested by **Secretary/Treasurer Brecht**. 1) **Editor Etxeberria** will send the cost of the Proceedings and number of refereed publications (note: done). 2) **Burns** noted that the other Student Best Paper judge was Jose Reyes. 3) **Burns** will find out the cost of FSHS brochures from Teresa Olczyk. **McClure** moved approval of the minutes with the above missing information to be added; seconded by **Castle**; the motion was approved.

**Minutes of June 6 Annual Meeting minutes.** No discussion. **Etxeberria** moved to approve; seconded by **Castle**; the motion was approved.

**Treasurer's Report.** – presented for **Brecht** by **Burns**. **Etxeberria** noted that page charge invoices need to be collected and will add approximately \$15,000 to the Society's assets above the amount shown on the spreadsheet. **Burns** will follow up with **Meeting Coordinator Shawn** (ASHS) for details, but noted that the Annual Meeting was profitable. She also noted that changing to e-Proceedings has reduced our costs significantly and simplified the procedure for responding to Proceedings requests. **Burns** explained that **Brecht** is filling in, completing the term of the previous Treasurer, who stepped down, and so any questions about finances can be relayed to **Brecht**, or **Burns** or **Shawn**. **Ritenour** moved that the report be accepted; seconded by **Castle**; the motion was approved.

**Membership Report.** No report. No one was aware of anything having been received from ASHS. There was discussion about how membership numbers fluctuate through each year. **Etxeberria** will follow up with **Shawn** and relay the current membership number to the BOD. **McClure** asked for an estimate of the current membership – **Burns** and **Etxeberria** estimated 250–350 depending on how many who did not attend the Annual Meeting have followed up and paid membership. **McClure** asked for a recap for new BOD members of the role of ASHS in managing FSHS activities, which **Burns** and **Etxeberria** did. **Etxeberria** noted that the break-even number for membership in terms of our budget is 300 members, and requested that BOD members help by urging unpaid members to pay their dues. **Burns** informed the BOD that a membership list showing past and current (i.e., paid) members could be requested from ASHS, but noted that the information in the list should be kept confidential.

**Editor's Report on Proceedings Vol. 119.** **Etxeberria** reported that there were only five sections this year vs. six in previous years. The number of papers presented and submitted for publication was about the same as previously – There were more than 130 papers presented and 110 of those were submitted for publication. **Etxeberria** broke down the paper submissions as follows: Krome 18, Citrus 31, Ornamental, Garden & Landscape 14, Handling & Processing 24, Vegetable 23. He reported that we are well ahead of previous schedules in preparing the Proceedings – he estimated that the galley should be out by the end of November.

**Etxeberria** reported that the Proceedings of FSHS is being considered for inclusion in the ICI citation index. **McClure** about the significance of being included and **Etxeberria** explained that credit for academics and ARS scientists for their publications is affected by how many times their papers are cited in other scientific papers, which is not currently being compiled for FSHS papers. **Program Coordinator Simonne** asked that the UF/IFAS administration be notified of the decision when it is known

and **Etxeberria** agreed. **VP Plotto** asked about the citation impact factor since FSHS papers target an audience that doesn't necessarily write and cite. **Etxeberria** suggested encouraging submission of review articles, which are the most heavily cited type.

**VP-elect Popenoe** suggested that some Ornamental, Garden & Landscape presentations could be disseminated as slide sets. **Etxeberria** noted that pictures can be more easily accommodated on the CD than printed Proceedings. **McClure** noted that his Citrus presentation was recorded and transcribed later. **Toapanta** noted that some members who are reticent to submit a paper, may be encouraged if their presentation would be recorded and transcribed. **Burns** encouraged the VPs to consider acquiring and using recording devices, as was done by **past VP Jim Syvertsen** for the 2006 Citrus section, if they have access to a person to transcribe the tape. She cautioned VPs to use this avenue sparingly so that it doesn't become a crutch for speakers. **Plotto** suggested selling videos of the sections sessions.

**Burns** noted that the quotation from E.O. Painter for publishing the 2007 Proceedings is \$15,000 before CD copying and corrections (\$1.25 per change). This amount compares to \$28,000–30,000 previously paid for paper proceedings. **Simonne** asked about FSHS policy regarding review prior to submission. **Burns** noted that this is a big problem for the Editor; **Etxeberria** noted that papers are reviewed by the Associate Editors before submission to the Editor, but still about 40% have format errors.

**2006 Annual Meeting Report.** **Simonne** reported that he had received attendance numbers provided by **former Program Coordinator Steve Sargent**. **Burns** noted that attendance for the meeting (FSHS/FSHS+SCSSF) was: Monday morning 137/176; Monday afternoon 149/199, Monday evening 128/158, Tuesday morning 127/155.

**Burns** reported on a meeting with SCSSF after the 2006 Annual Meeting; the participants agreed to meet jointly again in 2007. SCSSF leadership pledged to improve fundraising efforts, work more with FSHS on the program, and agreed to a new registration structure, to be determined, that reflects an attendee's actual incurred costs. The accidental death of the SCSSF President, **Martin Adjei**, has thrown that society into disarray; **Simonne** reported that he, **Sargent** and SCSSF board member **Tom Obreza** met recently: It was agreed that SCSSF board member **Ken Boote** will work with **Simonne** on program planning and **Obreza** will be acting SCSSF President. It was proposed that one of the SCSSF BOD members be an ex officio FSHS BOD member. **VP-elect Morgan** volunteered, as an SCSSF and FSHS member, to reach out to that society.

**Burns** suggested, based on conversations with **Mike Neff** and **Shawn** (ASHS), that Annual Meeting regular registration be increased to \$120; late \$150; student \$50 (over 70% of SCSSF attendees), and all collected registrations to be handled through FSHS. She reported that the SCSSF BOD had agreed to the latter. No motion was entertained.

**Preparations for 2007 Annual Meeting.** **Simonne** reported that he has material from **Sargent** and will work with **Obreza** on the 2007 Annual Meeting program. **Burns** led a discussion regarding what VPs are expected to do and how to best accomplish their task. **Simonne** asked about CEUs – **Burns** provided information on how the CEU values are assigned. Discussion ensued regarding how to best number the papers in the program as it is being developed in order to accommodate changes. **Simonne** agreed to distribute a list of duties and deadline dates for the VPs after this meeting.

#### Old Business.

**Website/Marketing update.** **Burns** introduced **Mark Ritenour's** new role as Marketing Coordinator since June, in addition to his previous role as FSHS Webmaster. **Ritenour** stated that he appreciates all the feedback he gets on the FSHS website. **Ritenour** reported on how the FSHS Proceedings have been being posted to the website – currently the 1995 to present volumes are on the website. The papers from all but 33 volumes have been digitized to date (all volumes back to 1960 are done; missing volumes are pre-1960). **Ritenour** reported that Vol. 118 (2005) should be up on the Florida Center for Library Automation (FCLA) site any day now, and that FCLA is ready to begin posting the new volumes.



**Burns** urged **Ritenour** and **VPs** to work together to identify information and outlets for FSHS promotions, especially for the Annual Meeting. Also, she urged that material be given to **Ritenour** in a timely manner. **Burns** noted that March 10 is the abstract deadline, but that is too late for promotion in trade journals. **Ritenour** asked that all program material be provided to him as soon as the **VP** knows about it. **Burns** suggested February 1 as a deadline for concepts, themes, invited speaker information and such to be given to **Ritenour**.

**By-laws Simplification.** **Burns** reported that she is working on this based on suggestions from **Neff**. She asked **McClure** to help her and he agreed.

**Audit.** **Burns** stated that this is required for tax-exempt status and that she, **McClure**, **Brecht** and **ASHS staff** will begin working to get this done by the auditing company that is used by **ASHS**.

#### **New Business.**

**2006–2007 Committees.** **Burns** reported that she had relayed the information to **McClure** that he needs in order to appoint these committees, and she stands ready to help. **Simonne** asked about the local arrangements and **Burns** told him to contact **Shawn** for hotel information, and suggested contacting Palm Beach County Extension agents for a **Local Arrangements Chair**.

**Editor stepping down.** **Burns** noted that **Ettxeberria** has been Editor for 5 years and he wants to step down. **Ettxeberria** explained that editing the Proceedings takes about 8 months. He suggested splitting the work between a Managing Editor and a Science Editor, and hiring a word processor. **Burns** reported that she has discussed with **Neff** about getting manuscripts formatted on a contract basis. **Ettxeberria** noted that the Managing Editor could also promote sales of the Proceedings. **McClure** asked **Ettxeberria** to write a job description for Managing Editor and he agreed. **Ettxeberria** indicated that if his workload could be reduced so that he doesn't have to neglect his professional duties in order to do the Editor job, he might reconsider stepping down.

**Secretary's Note:** Ed has served a partial term as Editor of 4 years that finished with the editing of the 2005 Proceedings – this was due to his being on sabbatical during the first year of that term (**Brecht** was interim Editor in 2001). Ed is now in the first year of a second term. In order to keep the staggered terms of the Officers of the BOD correctly spaced, we will need to find a replacement for Ed who will agree to serve out the remainder of Ed's current term, i.e., to edit the Proceedings of the 2007, 2008, 2009 and 2010 Annual Meetings.

**Burns** noted that the next BOD meeting will be at 10:00 a.m.-12:00 p.m. on Friday, January 19 at the CREC. Following that, the BOD will meet at 10:00 a.m.-12:00 p.m. on Friday, April 20 at the PGA National Resort in West Palm Beach. The Annual Meeting will be June 3-5 at the PGA National.

**Simonne** moved to thank **Steven Sargent** and **Ed Ettxeberria** for their service to the society as Program Coordinator and Editor, respectively, for the last 5 years. Seconded by **Plotto**. The motion was approved.

Discussion ensued regarding awarding plaques to BOD volunteers. **Simonne** moved to award Officers of the BOD with plaques and Members with certificates at the completion of their terms; seconded by **Zekri**. The motion was approved.

There being no further business, the meeting was adjourned by **Burns**.

Respectfully submitted,  
Jeff Brecht, Secretary

## **FLORIDA STATE HORTICULTURAL SOCIETY**

### **Board of Directors**

#### **MINUTES**

*January 7, 2007*

The second meeting of the 2006–07 Florida State Horticultural Society Board of Directors was called to order by **Chairman Jackie Burns** at 10:00 a.m. at the Citrus Research & Education Center, Lake Alfred. **Burns** welcomed the new Board of Directors (BOD), including **President Peter McClure**, and told the BOD that comments from the Annual Meeting have been uniformly positive.

**Attending:** Jackie Burns took attendance and the BOD members in attendance were as follows: Peter McClure, Tom Obreza, Mongi Zekri, Anne Plotto, Gary Luzio, Ralph Mitchell, Marco Toapanta, Juanita Popenoe, Eric Simonne, Ed Ettxeberria, Mark Ritenour, Jeff Williamson and Bill Castle. Richard Tyson attended representing Soil & Crop Science Society of Florida.

**Minutes of the September 15 BOD meeting.** **Burns** noted that there was some missing information being requested by **Secretary/Treasurer Brecht** and that information was provided with **Burns** reporting that the cost of FSHS brochures obtained by Teresa Olczyk for the 2006 Annual Meeting was \$250. **McClure** moved approval of the minutes with the above missing information to be added; seconded by **Castle**; the motion was approved.

**Membership Report.** **Editor Ettxeberria** reported that membership for 2006 was 269, broken down by category below. This compares to total membership in 2005 of 315.

**2006 Members (1/1/2006–12/31/2006) = 269**

220 Annual

4 Patron

4 International

17 Student

24 Honorary

**Ettxeberria** noted that it is time for the President to send out a memorandum to the membership requesting that they renew their membership. **Ritenour** asked about website registration and **Burns** pointed out there would be a presentation later in the meeting about using the **ASHS** website for FSHS membership and meeting registration.

**Treasurer's Report.** – presented for **Brecht** by **Burns**. The written report that was distributed included 2006 assets and liabilities and the projected 2007 budget. **Burns** noted that FSHS has increased its total worth by about \$40,000 in recent years. FSHS has assets totaling \$134,342.55, of which almost three-quarters is in the form of CDs and the Endowment Fund. Membership dues income is down by \$1,300 from 2005 (\$12,200 versus \$10,900), but income from the Proceedings exceeded expenses by \$5,415. The Society finished 2006 with a net income of \$10,043.08 – about \$5,400 less than projected, but still at least in the black.

The Society covered the expenses of the 2006 Annual Meeting with the income exceeding the expenses by \$471.43. Registration income was \$2,700 less than projected and Sponsor income was also \$2,700 less than budgeted, but these shortfalls were offset by hotel expenses that were \$2,840 less than expected, and about \$3,000 from Non-member and Student registrations. **Ettxeberria** asked about the management fees for **ASHS** administrative services and the Meeting Coordinator and **Burns** briefly outlined what we receive for that money. **Castle** moved that the report be accepted; seconded by **Simonne**; the motion was approved.

**Editor's Report on Proceedings Vol. 119.** **Ettxeberria** reported that FSHS has received an ISSN number, which will allow the Proceedings to be included in ICI Citation Index as discussed in September. Volume 119 is proceeding ahead of schedule. The number of papers presented and submitted for publication was about the same as previously – There were 106 papers submitted for publication including 12 refereed papers. **Ettxeberria** broke down the paper submissions as follows: Krome 19, Citrus 32, Ornamental, Garden & Landscape 14, Handling & Processing 19, and Vegetable 22. There will be a special section honoring the late Carl Campbell. He estimated that the Proceedings (CD at least) should be ready by mid-February. **Toapanta** suggested that FSHS should publicize the Proceedings inclusion in Citation Index and **Burns** agreed to send a notice to the FSHS listserve. **Popenoe** asked about the time frame for inclusion in Citation Index, which **Ettxeberria** was unsure about. **Plotto** asked about the number of refereed papers submitted versus accepted and **Ettxeberria** indicated that the acceptance rate was about 50%, which it was also agreed should be publicized. **Ettxeberria** indicated that he sends copies to Department Chairs and IFAS Administrators. **Zekri** raised a question about the impression that Proceedings papers are not considered in University tenure & promotion decisions and **Burns** disagreed based on her membership in the IFAS T&P committee. She said that Proceedings papers are considered, with consideration given to the size of the potential readership in evaluating the impact factors.

**2006 Annual Meeting Report.** **Simonne** reported that attendance for the various meeting sessions in 2006 was: Sunday Awards Ceremony 72; Monday General Session 145; Tuesday Horticultural Breakfast 44; Business Meeting 70; Extension Luncheon 37; and Fruit & Vegetable Focus Group Meeting 28. A breakdown of attendance by section was also distributed.

**Burns** noted **Tom Obreza's** attendance, expressed her shock at the passing of SCSSF President Martin Adjai, noted the need for increased attendance and fundraising to make the joint meeting a success, and asked for **Obreza's** comments. He explained that the SCSSF membership has declined of late and so the society is pleased to collaborate with FSHS.

**Burns** asked **Simonne** to relay deadlines for the Annual Meeting; he reported that he had sent information on deadline dates and duties to the VPs and pointed out that abstracts are due March 9, VPs will notify senior authors of acceptance by April 1, and August 1 is the deadline for submission of papers for publication. **Burns** pointed out that VPs have requested titles to be submitted ahead of abstracts so that the program can be publicized in trade journals and the like. She requested that VPs update **Ritenour** on progress in their sections by January 31.

**Obreza** asked about coordinating the FSHS and SCSSF sessions. **Toapanta** asked about the relative numbers of papers presented last year – **Ettxeberria** responded that it was 35 SCSSF versus 137 FSHS. **Burns** pointed out that both society's members want to retain individual society identity, so the sessions should remain separate, but also coordinated to accommodate those who wish to move around and hear individual papers in both society's sessions. **Simonne** committed to circulate a draft of the Call for Abstracts among the BOD members for comments and will include mention of the FSHS website in that document.

**Administrative Report.** **Burns** reported for **Tracy Shawn**. She noted that ASHS is now handling the FSHS Proceedings orders including shipping, billing and payments.

**ASHS contract renewal.** **Burns** presented a contract proposal from ASHS, noting that ASHS has a dedicated staff member (Natasha Clark) assigned to FSHS, plus we deal directly with Mike Neff and Tracy Shawn as well. ASHS maintains the FSHS membership database and listserve, budget, billing and collections. The Meeting Coordinator is Tracy Shawn of ASHS. The charge being proposed is \$7,500 for administrative services and \$5,575 plus employment taxes for the meeting coordinator. **Plotto** asked about the possibility of cross-referencing the FSHS and ASHS databases and **Burns** indicated that it was unlikely that they would be willing to share ASHS member information for privacy reasons. **Toapanta** asked for clarification of why FSHS is paying the cost of the Meeting Coordinator for a joint meeting with SCSSF and **Burns** indicated that the Meeting Coordinator fee is part of the cost of the meeting that is shared by the societies. **Burns** asked for approval of the contract. **Ritenour** moved that the contract be approved; seconded by **Zekri**; the motion was approved.

**Tyson** raised the idea of identifying other societies with which FSHS could cooperate. Groups mentioned included the Florida Weed Science Society, Florida Seed Science Association, the Phytopathology Society and an Organic group; **Tyson** is a member and agreed to approach FWSS and suggest meeting jointly with FSHS; **Toapanta** is a member and agreed to approach the Phytopathologists and suggest meeting jointly with FSHS; they will report at the April BOD meeting. It was noted that the Florida Nursery Growers and Landscape Association (FNGLA) has been contacted more than once and declined to consider a joint meeting with FSHS.

**Tax form information & preparation.** **Burns** reported that she has identified a firm (Baylis) that will prepare the Society's tax return. They will work with ASHS staff to prepare the return.

#### **Old Business.**

**Progress report on By-laws simplification.** **Burns** indicated that what she had in mind on this topic would be covered under New Business.

**Progress report on scheduling an audit.** **Burns** reported that the opinion of ASHS's auditor is that FSHS is too small to worry about auditing, but that she would continue to investigate the need for an audit.

**Managing Editor job description.** **Burns** reminded the BOD of

**Ettxeberria's** intention to step down as Editor. This is due to loss of secretarial support from the CREC making the job too time consuming for the Editor. **Burns** and **Ettxeberria** indicated that they would make a proposal on this topic under New Business.

**Annual Mtg. theme and special session opportunities.** **Simonne** suggested that VPs cooperate in grouping the papers in their sessions by topic to make it easier for the attendees to move between sessions and for the CEU coordinator Alicia Whidden to set up the CEU program. He requested suggestions of potential speakers for the General Session, Horticulture Breakfast and Extension Luncheon; the speakers will be contacted by the President. **Popenoe** suggested Lonnie Ingram from the UF/IFAS Alternative Fuels Center to discuss alternative fuels and Scott Emerson of the UF/IFAS Ag Awareness Initiative to discuss the public's perception of horticulture. **Plotto** suggested a speaker to address the role of horticultural crops in health issues. **Castle** suggested that someone well known nationally in Extension be invited. **Toapanta** suggested someone to speak on Carl Campbell's legacy, which led to a short discussion of how he might be honored at the meeting. **Simonne** asked about a deadline to get speaker commitments and it was noted that February 16 is **Ritenour's** deadline to receive information to be used to promote the meeting. **Obreza** mentioned that SCSSF will have a speaker on waste management and asked how to arrange for a room; **Burns** asked that he coordinate with **Simonne** to make the request to **Shawn** for a room to be paid for by SCSSF.

**Website and online Proceedings database.** **Ritenour** asked for feedback on the appearance and function of the website. Proceedings volumes back to 1888 have been collected and scanned. There are 31 Proceedings volumes missing in the collection but volumes back to 1950 are complete. Proceedings to 1995 have been sent to FCLA; individual papers have been separated out back to 1980. **Burns** noted the popularity of the online proceedings based on usage by FSHS members and informed the BOD that the Society's intention is to always have some hard copies on hand, but to move as much as possible to electronic versions of the Proceedings.

#### **New Business.**

**2006–2007 Committees.** **McClure** reported that he is working on appointing these committees and requested suggestions from the BOD. **Simonne** told **McClure** that Darren Parmenter would like to serve on the Local Arrangements Committee.

**Call for Honorary Member nominations.** **Burns** stated that **Brecht** will send out a call for nominations to the FSHS members within the next month with the nominations due and to be considered at the April BOD meeting. She briefly described the types of special individuals who have traditionally been honored in this way.

**Online membership and meeting registration (ASHS).** **Burns** outlined the procedure for ASHS to handle financial transactions for FSHS via the ASHS website Store. Fees are the same as present credit card fees. There will be links from the FSHS website to the locations for the specific transactions. Paper transactions will be accommodated via mail to ASHS headquarters.

**Awards and cost savings.** **Burns** presented some ideas for saving Society money. She proposed discontinuing the practice of providing complimentary hotel rooms for the BOD except for the President, which is mandated by the By-laws, and the members who serve 5-year terms (Editor, Program Coordinator and Secretary/Treasurer). **Tyson** argued that the Society should invest even more than it does now in perks for Board Members and invited speakers, using the Florida Turfgrass Association as an example, which provides complementary registration, hotel rooms for one night, and gifts to the invitees, and complementary rooms for their BOD. He suggested that this approach may explain the success of FTA in increasing its membership. FTA meeting registration is \$250-300 to cover these perks. **Simonne** raised the question of how this might affect recruitment of BOD members.

**Ettxeberria** noted that the Society needs to find money, via savings like this or elsewhere, in order to hire secretarial help to prepare the Proceedings in the future. **Burns** raised the proposal previously discussed in September that Annual Meeting regular registration be increased to \$120; late \$150; student \$50 (over 70% of SCSSF attendees), and all

collected registrations to be handled through FSHS. She noted that student participation is being subsidized by other members, but students are not the ones paying for their participation (it is their professor).

**Burns** also proposed making the charges for special events equal to the cost being charged by the hotel. She further proposed to do away with the cash prizes for Best Paper awards, maintaining that the money is not appreciated by the awardees, but to retain the cash prizes for the Student Best paper awards. She suggested that increases in the Student Best paper award cash prizes should even be increased in the future. **Toapanta** reported that the Entomological Society encourages student participation by awarding \$100 travel grants to students who attend the meeting and present a paper, which has resulted in about 25 more students attending their meeting. **Burns** informed the BOD that the Student Best Paper award cash prizes (\$600) are taken from the interest earned by the \$25,000 in the fund. **Tyson** suggested refunding the proposed \$50 student registration if the student presents a paper. **Burns** reminded that the student's professor actually pays for the student's travel, but noted that the professor also pays the page charges if the student writes a paper.

**Castle** made a motion to raise regular meeting registration to \$120 for early registration and \$150 for late registration, and raise student registration to \$50; seconded by **McClure**; the motion was approved.

**Syvertsen** made a motion that the charges to attendees for special events will be equal to the cost being charged by the hotel; seconded by **Castle**; the motion was approved.

**Publishing proposal.** **Burns** proposed that, due to lack of secretarial support for the Editor, FSHS should contract with ASHS to handle copy editing of the Proceedings papers. The Editor would then be able to function solely as a Science Editor, as the position previously required. **Ettxeberria** is willing to withdraw his resignation if he is relieved of copy editing responsibility. ASHS has been approached and is willing to take on these tasks – from author correspondence to preparation of printer-ready pdf files. Last year's bill from E.O. Painter for publishing the Proceedings was \$17,000. The cost for ASHS would be \$14,800, which would include some tasks like mailing that E.O. Painter does now, the E.O. Painter would be less.

**Castle** made a motion to authorize **Burns**, **McClure** and **Ettxeberria** to negotiate a contract with ASHS not to exceed \$14,800 to handle paper submissions, author contacts, initial editing and layout, author authorizations, table of contents and indexing, and providing printer-ready pdf files of papers; the motion was seconded by **Zekri**. There was some discussion of how page charges might be affected by this new cost. **Burns** suggested that there should be no increase in page charges necessary due to savings on printing plus the previously discussed cost saving actions. **Castle** called for a vote and the motion was approved. **Burns** stated that a contract proposal would be presented to the BOD in April at the BOD Meeting.

**McClure** asked that the question of free hotel rooms be brought up again. **Burns** informed the BOD that the Presidential Suite, the Meeting Coordinator's room, and one or two other guest rooms are always provided by the hotel for free. **McClure** made a motion that all complementary rooms provided by the hotel will be assigned at the discretion of the President and FSHS will no longer pay for hotel rooms for BOD members; seconded by **Ettxeberria**; the motion passed.

Discussion of discontinuing the awarding of cash prizes at the Annual Meeting continued. **Burns** briefly described the history of the Council Memorial Tomato Award and proposed submitting a By-law change to remove that award; she contended that FSHS has been paying for the prize since the original endowment was depleted. **Simonne** asked for an explanation why the award should be removed and **Burns** argued that there are too few eligible papers published and that tomato should not be singled for recognition out over other commodities. **Mitchell** noted that the award does not have to be awarded every year if there is no worthy paper identified. **Tyson** suggested just removing the cash part of the Council award, which was preferred over discontinuing the award. No action was taken regarding discontinuation of cash awards.

**Burns** noted that the next BOD meeting will be at 10:00 a.m.–12:00 p.m. on Friday, April 20 at the PGA National Resort in Palm Beach

Gardens. The Annual Meeting will be June 3–5 at the PGA National.

There being no further business, the meeting was adjourned by **Burns**.

Respectfully submitted,  
Jeff Brecht, Secretary

## FLORIDA STATE HORTICULTURAL SOCIETY Board of Directors

MINUTES  
April 20, 2007

The third meeting of the 2006–07 Florida State Horticultural Society Board of Directors (BOD) was called to order by **Chairman Jackie Burns** at 10:00 a.m. at the PGA National Resort, Palm Beach Gardens. **Burns** welcomed the BOD members and introduced Darrin Parmenter and Audrey Norman from the Palm Beach County Extension Office representing the Local Arrangements Committee for the Annual Meeting.

**Attending:** A sign-in sheet was passed around and the BOD members in attendance were as follows: Jackie Burns, Peter McClure, Richard Tyson, Mongi Zekri, Anne Plotto, Ralph Mitchell, Juanita Popenoe, Kelly Morgan, Jeff Brecht, Eric Simonne, Ed Ettxeberria, Mark Ritenour, and Bill Castle.

**Minutes of the January 7 BOD meeting.** **Burns** noted a few minor errors to be corrected. **McClure** moved approval of the minutes with the above noted corrections; seconded by **Simonne**; the motion was approved.

**Membership Report.** **Editor Ed Ettxeberria** noted that the 2006 membership report was presented at the January BOD meeting. The membership numbers for the first quarter of 2007 are as follows:

**2007 Members (1/1/2007–3/31/2007) = 269**

66 Annual  
2 Patron  
3 International  
8 Student  
30 Honorary

**Ettxeberria** acknowledged that the numbers seem low, but noted that most memberships are renewed along with annual Meeting registration. There was a short discussion of issues with the functionality of the ASHS Shopping Cart, which have been noted by ASHS and are being addressed by them.

**Treasurer's Report.** – **Secretary-Treasurer Jeff Brecht** distributed a written report of 1<sup>st</sup> quarter 2007 assets and liabilities and actual versus projected budget activities. There was a brief discussion of the reserves, which are mandated by the By-Laws, and the conditions under which the BOD may decide to use portions of those funds. Brecht noted that there have been three donations for 2007 to date for a total of \$3010.00, and two Endowment Fund contributions for a total of \$105.00. **Brecht** moved that the report be accepted; seconded by **Ritenour**; the motion was approved.

**Editor's Report.** **Ettxeberria** reported that the total cost for Vol. 119 came to \$18,080. The 119<sup>th</sup> Volume was dedicated to Carl Campbell, recently deceased long time FSHS member and supporter, which is noted both on the cover and inside the printed Proceedings. **Ettxeberria** informed the BOD that 200 copies of the Proceedings were printed, primarily for sales to libraries and booksellers at \$70 per copy plus shipping and handling, but copies are also sent to a few large donors and some older members who are not comfortable with the CD version. **Ettxeberria** also informed the BOD that two papers have animated data, which was handled by a link to the FSHS website, where a video can be played. **Program Coordinator Eric Simonne** suggested that Ed publicize this new possibility at the Annual Meeting and **Ettxeberria** agreed to demonstrate it during his presentation at the General Session. **Ettxeberria** moved that his report be accepted; seconded by **Popenoe**; the motion was approved.

**Website and online Proceedings database.** **Webmaster and Marketing Director Mark Ritenour** reported that all back issues of the Proceedings have been scanned and that the issues from 1990 to the present are with the FCLA now. The question of the need for security