

**BIOLOGICAL SOCIETY OF WASHINGTON** - 133rd Annual Meeting, 14 November 2006

President McDiarmid called the meeting to order at 10:30 a.m. in the Waldo Schmitt Room, National Museum of Natural History, Washington, D.C. Council members and editorial staff present: Ron Heyer (President-Elect), Michael Carleton, Marilyn Schotte, Christian Thompson, Jeffrey Williams (Elected Council); Chad Walter (Treasurer); Carole Baldwin (Secretary); Steve Gardiner (Editor); Richard Banks, Bruce Collette, Oliver Flint, Leslie Knapp, and Don Wilson (Past Presidents), Stephen Cairns (Past President, Finance Committee); Storrs Olson (Past President, Custodian of Publications); Carol Hotton and Wayne Mathis (Associate Editors).

McDiarmid reminded the group that this is the end of his extended term as President and that "it has been an exciting 4 years, but we got through it." Relative to previous years, McDiarmid noted that the past year had been relatively quiet. Successes included signing an agreement with BioOne to have the *Proceedings* included in their database collection, which takes effect in 2007, and selection of a new Editor for the *Proceedings*, Stephen Gardiner of Bryn Mawr, formerly Associate Editor for Invertebrates.

Minutes of the 132nd annual meeting, published in Volume 118(4) of the *Proceedings*, were read and approved. McDiarmid thanked outgoing Secretary Baldwin for her long service in the secretarial position.

President McDiarmid then called on Chad Walter for the Treasurer's Report (Table 1). Income for the period 1 January 2005 to 31 December 2005 was \$148,777.60, and expenses for the same period were \$145,944.05. Total Society assets as of 15 April 2006 were \$124,755.09, up from \$116,620.11 at the same time in 2005. The increase is attributable to the Society's endowment fund, which grew \$8,780.12 during 2005. The Society subsidized nearly 37% of page charges in 2005, up from approximately 25% in 2004. Waived page charges were offset this year by income from dues, interest, and sales of the Society's inventory of publications, but Walter noted that the Society is losing 10 to 15 individual members/subscriptions per year. McDiarmid stated that the promotion of the *Proceedings* that will be part of the *Society's* new relationship with BioOne could help reverse the declining trend in subscriptions.

McDiarmid appointed Christian Thompson and Oliver Flint to audit the Treasurer's records, and the Treasurer's report was approved.

Editor Stephen Gardiner announced that Volume 119 of the *Proceedings* comprises 607 pages. Forty one manuscripts had been submitted to date in 2006, a total likely similar by the end of the year to the 44 submitted in 2005 but down considerably from the 72 in 2004. Bulletin No. 13, *Checklist of the Terrestrial Vertebrates of the Guiana Shield* edited by Tom Hollowell and Robert P. Reynolds was published in 2005, and Bulletin Nos. 12, *Gamba, Gabon: Biodiversity of an Equatorial Rainforest* edited by Alfonso Alonso, Michelle E. Lee, Patrick Campbell, Olivier

S. G. Pauwels, and Francisco Dallmeier, and 14, *Checklist of the Vascular Plants of Plummers Island, Maryland* by Stanwyn G. Shetler, Sylvia S. Orli, Elizabeth F. Wells, and Marcie Beyersdorfer, were published in 2006.

Gardiner noted that a couple of issues have arisen during discussions regarding the Society's request to have the *Proceedings* included in BioOne: The *Proceedings* and the *Bulletins* have separate ISSN numbers, but beginning with Bulletin No. 10, the same number was used for the journal and *Bulletins*. The ISSN numbers on Bulletin Nos. 10-14 are wrong. Additionally, the Society must begin copyrighting its publications to satisfy requirements of BioOne, and Volume 120 will be the first copyrighted volume.

Gardiner took over as Editor in the middle of the year from Richard Banks, and he thanked Banks for his help during the transition and that of the Associate Editors as well. Gardiner reported that Steve Cairns will replace him as Associate Editor for Invertebrates. A discussion ensued regarding compensation for editorial staff, and it was unanimously decided to provide Associate Editors with a free subscription to the *Proceedings* beginning in 2007, if they so desire. The Finance Committee was tasked with evaluating a sliding-scale honorarium to be given to Associate Editors from an agreed-upon amount of money that would be divided proportionally based on number of pages handled.

The Society has received a proposal for a new Bulletin, *The Natural History of Plummers Island, Maryland - The Invertebrate Fauna*. Publication of this multi-authored Bulletin would be paid for by the Washington Biologists' Field Club. The bulletin would comprise approximately 29 chapters, all of which have received a minimum of two reviews. A motion to proceed with the publication of this Bulletin was approved.

A procedure for handling submissions for consideration as *Bulletins* was accepted by a vote conducted prior to the annual meeting. The new guidelines are as follows:

All manuscripts will be received by the Editor, who will determine (alone or after consultation with appropriate Associate Editors or other knowledgeable persons): (1) whether the subject matter is appropriate for consideration as a Bulletin; (2) whether funding is available to publish the manuscript as a Bulletin; and (3) whether the Editor will be directly responsible for the peer-review process (typically a single-authored or single-discipline manuscript and handled through the typical review process), or whether another person(s) will serve as the Designated Editor(s) and be responsible for the peer-review process (typically a multi-authored, multidisciplinary compendium of manuscripts on a single topic; a Festschrift or similar contribution). If the latter, the Editor will need to see all reviews and ensure their adequacy to the Society. At an appropriate time (generally early in the process) the Editor and Designated Editor(s), if appropriate, will submit a proposal for consideration and vote by the Council. The request should include a general statement of the content, availability of funding, proposed procedures for handling the

manuscript, and a general time table. The proposal can be considered at the Annual Meeting or submitted by the Secretary to the Council for vote by electronic mail. With these procedures in place, the Editor will continue to have responsibility for all publications of the Society. Procedures to be followed for handling submissions that do not fit into this general outline but which the Editor thinks need to be considered will be considered by the Editor and President, or some other person(s) designated by the President, and brought to the Council for its approval.

The Editor's report was approved. Custodian of Publications, Storrs Olson, then noted that the Society is receiving steady requests for Bulletin No. 12 on the biodiversity of Gabon.

President-Elect Ron Heyer was then asked to report on a proposal from Allen Press for the Society to join the Alliance Communication Group. A proposal was received, but issues with costs vs. benefits resulted in a decision not to go forward with this in 2007 but to meet with ACG representatives to discuss a potential future affiliation.

McDiarmid announced that the Council had voted in July on a new dues structure: Beginning in 2007, membership dues will increase to \$50 and institutional subscriptions will increase to \$100. The Council also initiated a new membership category for students, dues for which will be \$25. There is currently no Life Membership category for the Society, but Stephen Cairns agreed to add this item to the Finance Committee's agenda for discussion. Gardiner noted that he had recently received a proposal from Allen Press that would provide a mechanism for Society members to pay dues through the Society's website. That proposal will be reviewed in the near future.

Results of the 2006 election of officers were then announced: President-Elect: Wayne Mathis; Secretary: Stephen Cairns; Treasurer: Chad Walter; Elected Council: Michael Carleton, Steve Gotte, Ashley Smythe, Christian Thompson, Jeffrey Williams, and Neal Woodman.

President Elect Heyer called for a round of applause for President McDiarmid's efforts over the past several years. Prior to turning the gavel over to Heyer, McDiarmid introduced Kristofer M. Helgen, a post-doctoral fellow at NMNH, who then gave an address entitled *Adventures in Natural History and Considerations for Taxonomic Publications in the 21st Century*. Among other conclusions, Helgen suggested that journals adopt explicit minimum standards regarding type material on which new-species descriptions are based.

The meeting was adjourned at 12:40 p.m.

Respectfully Submitted  
Carole C. Baldwin  
Secretary

Table 1.---Summary Financial Statement for 2005

	General Fund	Endowment Fund	Total Assets
Assets: January 1, 2005	27,210.58	84,180.08	111,390.66
Total Receipts for 2005	135,917.65	2,859.95a	148,777.60
Total Disbursements for 2005	141,864.22	4,079.83b	145,944.05
Assets: December 31, 2005	21,264.01	92,960.20	114,224.21
Net Changes in Funds	(5,946.57)	8,780.12	2,833.55

a - annual gain in value of Endowment = new contributions

b - annual loss in value of Endowment