

**Western Forest Insect Work Conference**  
**57<sup>th</sup> Annual Meeting**  
**Asheville, NC**  
**In conjunction with NAFIWC**

**Final Business Meeting**  
**25 May 2006**

Chair Darrell Ross called the meeting to order at 3:50 pm.

There were approximately 25 people in attendance.

Darrell noted that the Executive Business Meeting and the Initial Business Meeting did not make it into the program and no room was scheduled ahead of time for these, despite his attempts over the year to set a clear time and place. This combined with the travel distance resulted in these initial meetings being poorly attended.

Lia Spiegel read the minutes of the Initial Business Meeting. Peter Hall motioned to accept the minutes, all in favor, no one opposed.

Darrell stated that two Councilors have coinciding terms, while the Constitution provides for 3 Councilors, to have staggered 3-year terms. Thus he tried to contact both of them to get one to give up their term this year to get the Conference back on track for one new Councilor each year. Contact was made too late to recruit a new Councilor for this year. Darrell motioned to resolve this issue in 2007, presumably by having one of those two councilors serve for four years (i.e. until 2008).

Peter Hall thanked Darrell for his service as chair.

**New officers:**

Peter Hall was nominated and elected as the new chair, Connie Mehmel was nominated and elected as the new secretary. Both elected unanimously.

**Committees:**

Brytten Steed announced that the Common Names Committee is coordinating with the Southern Forest Insect Work Conference Common Names Committee. Brytten announced that there are openings on the CNC. The membership list is on the website and must be kept up by members, so please send in updates as necessary and let others know this is necessary as well. Brytten motioned to add 1 item to the Rules of Order due to problems with the Entomological Society of America committee. This item will allow for a procedure for insects not accepted by ESA and ESC. Motion passed. The complete Rules of Order with the additional last item is attached.

Darrell reminded the membership of the Memorial Scholarship. Instructions for submitting nominations are on the website.

### **Old Business**

Iral Ragenovich stated she is coeditor of the revised Western Forest Insects with Jan Volney. However Jan is not going to continue working on it as his duties have recently changed. He will send Iral his database on all the scientific names. Bob Rabaglia will also send Iral anything available from Tom Hoffacker's files. She will consolidate this information and have a status report for the next meeting.

### **New Business**

Darrell expressed concern that when WFIWC coincides with NAFIWC, WFIWC business meetings are difficult. He recommends WFIWC conduct a single, abbreviated business meeting during NAFIWC to accomplish necessary business but extend the terms of chair and secretary for an additional year. Darrell motioned that Article IV, sections (1) and (3) of the Constitution be amended (in bold) to read: (1) A Chair to act for a period of two meetings **of WFIWC**, whose duties shall be to call and preside at meetings and to provide leadership in carrying out other functions of this organization. (3) A Secretary to act for a period of two meetings **of WFIWC** whose duties shall be to keep a record of Executive Actions, record minutes of Executive Committee and conference business meetings, to maintain committee correspondence, and to send out notices, and reports.

There was some discussion of the status of WFIWC funds. There is a considerable sum that was donated by the Canadian Forest Service at the Victoria meeting. Peter noted these funds should be divided so that some will cover future meeting deficits and others should be for the scholarship. This item will be discussed at the next meeting.

### **Future meetings:**

- Dwight Scarborough announced that the next meeting is in Boise, Idaho, March 5-9, at the Convention Center. Dwight is the program chair, Carl Jorgensen is in charge of local arrangements. Dwight would like to start hearing from folks who have ideas for workshops and discussions, he will also be contacting people for input and ideas.
- Bob Cain volunteered Region 2 to host the 2008 meeting in Colorado. This was unanimously accepted.

Meeting adjourned at 4:20 pm.

# **Western Forest Insect Work Conference Common Names Committee**

## **Rules of Order (2005)**

### **Structure**

The Common Names Committee (CNC) of the Western Forest Insect Work Conference (WFIWC) shall be a standing committee of no less than three and no more than seven members, appointed for an indefinite term by the Conference Chairman.

### **Roles**

- The role of the CNC shall be to facilitate the development of, and standardization of, common names for the WFIWC, for submission to the Entomological Society of America (ESA) and the Entomological Society of Canada (ESC). The burden of gathering the necessary information for submission will rest with those making the application.
- The CNC will endeavor to ensure that changes to existing common names, and new common names will be submitted to both the ESA and the ESC, and will submit these changes as needed, as appropriate, and in the proper format required by these bodies.
- In addition, the CNC will serve as the liaison and coordinating body to other regional forest insect common names committees, as well as the liaison to the national entomological societies' common names committees.
- Current lists of approved and unapproved common names will be maintained by the CNC.

### **Process**

- Members of the WFIWC, will submit all proposed new names through the Common names Committee (WFIWC). Members submitting common names will be responsible for gathering and filling out the relevant information required for submission to the ESA and ESC.
- Submissions can be submitted to the CNC any time during the year.
- Submissions will be submitted to the CNC on a standard format prescribed by the CNC. The CNC will review the proposals to see if all required information is provided, and request additional information, as necessary.
- Once the proposal meets the requirements for format and information, submissions will be posted on the WFIWC website for 30 days. The CNC will notify the members of the WFIWC, using the electronic membership list maintained by the WFIWC, that the proposed submission is available for review and comment.

- If no comments are received at the end of the 30 days, the CNC will submit the proposal to the respective Entomological Societies.
- Comments sent to the CNC will be reviewed and summarized, and posted on the web for an additional 30 days. If concerns are resolved, the proposal will be forwarded to the respective Entomological Societies.
- If the proposed common name generates significant and conflicting comments, at the end of the second 30 days, the CNC will table the proposal and present it to the full membership at the annual meeting for discussion and vote.
- No decisions will be made regarding forwarding a proposal to the national societies without a quorum minimum of 3 CNC members, or a majority of the CNC membership, whichever is applicable.
- Any common name accepted by the WFIWC membership but not accepted by the ESA or ESC Common Names Committees will require a new proposal which will be re-initiated at step one of the WFIWC common name approval process.