

# **The Aquatic Plant Management Society**



**Annual Board of Directors Meeting  
St. Petersburg, FL  
July 15, 2024**

## APMS Board Book – July 2024

Table of Contents	Chair/Contact	Noticed?	Received?
Board Book Cover	Giannotti	--	yes
Contents	Giannotti	--	yes
Agenda	Ferrell	--	yes
BOD Chairs & Contact Info	Giannotti	--	yes
<b>Minutes</b>			
Approved	Giannotti	yes	--
Draft	Giannotti	yes	yes
<b>Officer Reports</b>			
President	Ferrell	yes	--
Treasurer	Nawrocki	yes	yes
Secretary	Giannotti	yes	
Editor	Leon	yes	yes
<b>Committee Reports</b>			
Awards	Wersal	yes	--
Bylaws	Leary	yes	--
Education/Outreach/Website	Wixom	yes	--
Exhibits	Jones	yes	--
Finance	Fuhrman	yes	yes
Meeting Planning	Warmuth	yes	--
Membership	Johnson	yes	yes
Nominating	Hartis	yes	yes
Past Presidents' Advisory	Hartis	yes	yes
Program	Slade	yes	yes
Proposal Review	Hartis	yes	yes
Regional Chapters	Turnage/Gettys	yes	--
Strategic Planning	Heilman	yes	--
Student Affairs	Howell	yes	--
<b>Special Representatives</b>			
AERF	Layne	yes	yes
BASS	Slade	yes	yes

<b>CAST</b>	Turnage	yes	--
<b>NALMS</b>	McNabb	yes	--
<b>RISE</b>	Johnson	yes	yes
<b>WOA</b>	Kay	yes	--
<b>WSSA</b>	Sperry	yes	--
<b>Science Policy</b>	Van Wychen	yes	--

**AdHoc Committee for**

<b>Conduct</b>	Goldsby	yes	--
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-- = No report provided.

## **AGENDA**

### **Annual Pre-Conference Board of Directors Meeting**

**July 15, 2024**

**Hilton Bayfront – St. Petersburg, FL**

**In-Person & Virtual Meeting**

**Meeting URL:**

<https://ufl.zoom.us/j/93680116043?pwd=gsb79b2gmdHVcQMa2BbD9I9rLM5xH6.1>

Meeting ID: 936 8011 6043

Passcode: 811351

One tap mobile

[+13052241968](tel:+13052241968), [93680116043#](tel:+13052241968) US

[+13126266799](tel:+13126266799), [93680116043#](tel:+13126266799) US (Chicago)

### **8 AM BREAKFAST**

### **8:30 AM CALL TO ORDER**

**MINUTES** - Available online at <https://apms.org/member-login/>

**Need to approve:**     **Midyear Board Meeting – January 30, 2024**  
                                 **Special Business Meeting – March 19, 2024**

**Approved motions via E-votes:**     **May 23, 2024**  
   **June 10, 2024**

**REPORT OF THE PRESIDENT** – Brett Hartis

**REPORT OF THE TREASURER** – Justin Nawrocki

**REPORT OF THE SECRETARY** – Amy Giannotti

**REPORT OF THE EDITOR** – Ramon Leon

### **COMMITTEE REPORTS**

Awards – Ryan Wersal  
Bylaws and Resolutions – James Leary  
Education and Outreach/Website – Sonja Wixom  
Exhibits and Sponsorship - Dean Jones  
Finance/Scholastic Endowment - Andy Fuhrman  
Meeting Planning – Tom Warmuth  
Membership – Matt Johnson  
Nominating – Brett Hartis  
Past President’s Advisory – Brett Hartis  
Program – Jeremy Slade

Proposal Review – Brett Hartis  
Regional Chapters – Gray Turnage & Lyn Gettys  
Strategic Planning - Mark Heilman  
Student Affairs – Andrew Howell

## **SPECIAL REPRESENTATIVE REPORTS**

AERF - Carlton Layne  
BASS – Jeremy Slade  
CAST – Gray Turnage  
NALMS - Terry McNabb  
RISE – Matt Johnson  
Women of Aquatics - Amy Kay  
WSSA – Ben Sperry  
Science Policy Director - Lee VanWychen

## **OLD BUSINESS**

1. Update on Transition to 501c3 & Associated Bylaws Changes – reminder to review and get to Sonja Wixom for upload to website. (Andy Fuhrman)
2. Duck Race for Annual Meeting (JJ Ferris)
3. Update on AdHoc Committee for Code of Conduct (Goldsby)

## **NEW BUSINESS**

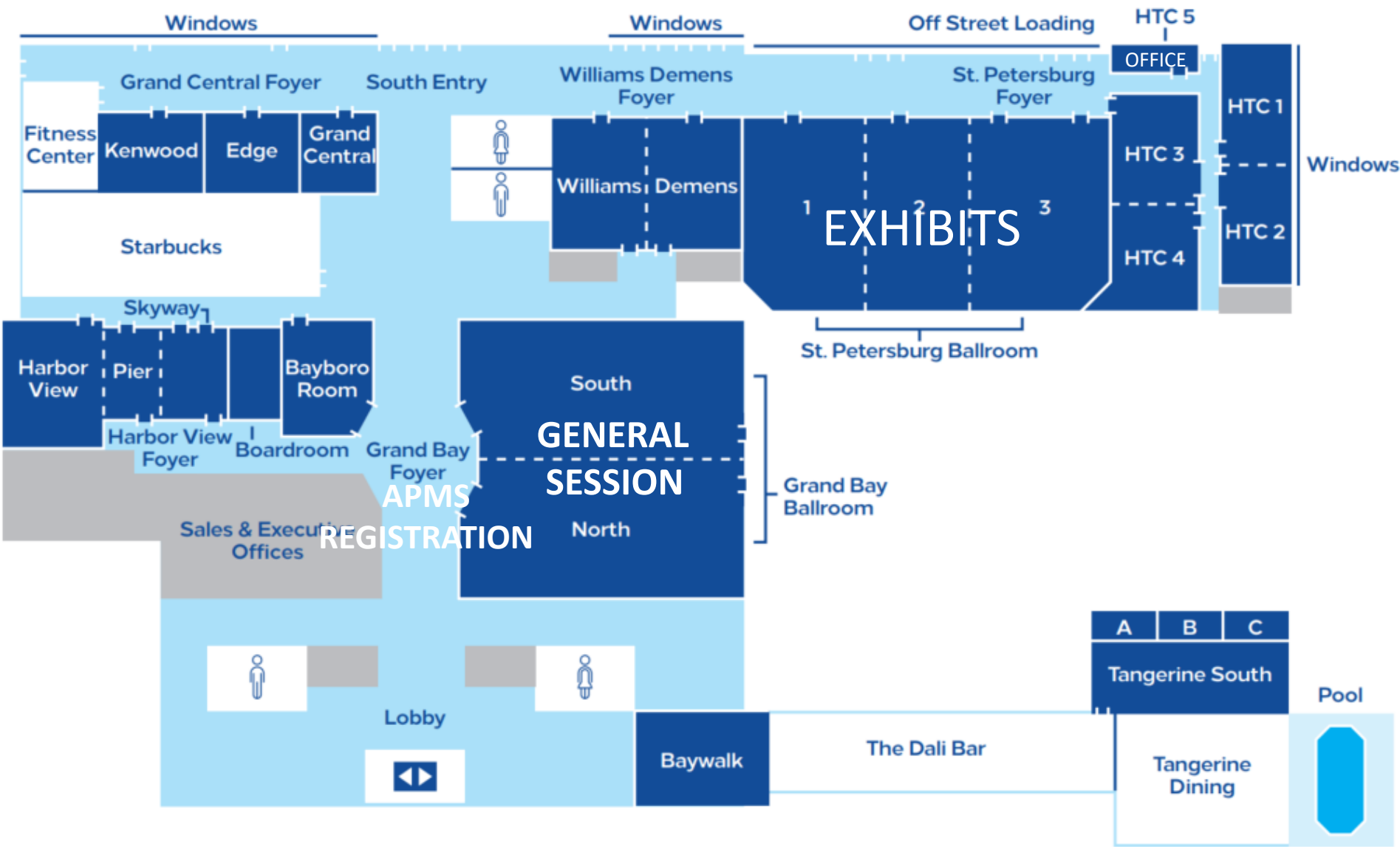
1. NALMS is recruiting speakers for the 2024 Annual Conference in Lake Tahoe; also recruiting host committee members for the 2025 Annual Conference in Myrtle Beach (Matt Johnson)
2. Discuss setting up a travel fund stipend for sponsored attendees (Brett Hartis). Details included here for discussion reminder:
  - 1) Have a travel award set up for first time APMS attendees or international attendees. This should be about bringing quality subject matter to APMS so justifiable to say the result of investments was new memberships, presentations, etc.
  - 2) Have a MOU set up with AERF for EPA (regulatory) personnel travel to APMS on a recurring basis. To my knowledge, the EPA personnel that have previously attended have been from relevant EPA groups (not insecticides, finance, etc). We should suggest that these folks give a presentation or set up an informal working group to meet with APMS BOD. There could occasionally be some formal things of benefit (ESA impact overview), but we fear that the more formal the request is, the more guarded they will be and less impactful (in general) to APMS. Overall, these attendees being present should be about building relationships, etc.
3. Proper use of APMS Membership Directory
4. Outgoing President needs to update the OPS MANUAL – comments from Thum’s Presidency remain unresolved. Please see draft in Board Book
5. Review Social Media Management Contract for 2024-2025 from Amy Giannotti, AquaSTEM Consulting
6. Review of APMS Mission Statement and Execution of Strategic Plan now that is a charitable 501c3.

**ADJOURN**

FLOOR MAP KEY

- Meeting/Conference Rooms
- Amenities
- Public Space
- Private

Lobby Level



**The Aquatic Plant Management Society, Inc.**  
**PO Box 754**  
**Holly Springs, NC 27540**  
**www.apms.org**

**2023 - 2024 Board, Committee Chairs, and Special Representatives**

**Officers**

**President - Dr. Jason Ferrell**  
University of Florida

**President Elect – Mr. Jeremy Slade**

**Vice President – Dr. Lyn Gettys**  
University of Florida

**Immediate Past President -Dr. Brett Hartis**  
Duke Energy

**Secretary – Ms. Amy Giannotti**  
AquaSTEM Consulting LLC

**Treasurer - Dr. Justin Nawrocki**  
UPL NA, Inc.

**Editor - Dr. Ramon Leon**  
North Carolina State University

**Directors**

**Dr. Toni Pennington**  
Environmental Science Associates

**Mr. Matt Johnson**  
Aquatic Control

**Mr. Troy Goldsby**  
Jones Lake Management

**Dr. Gray Turnage**  
Mississippi State University

**Ms. Brittany Chesser**  
Texas A&M University AgriLife Extension

**Mr. Damian Walter**  
USACE-ERDC Walla Walla District

**Student Director**

**Hannah Brown**  
University of Florida

**2023 - 2024 Committee Chairs and Special Representatives**

**Committee**

**Chair**

Awards	Ryan Wersal
Bylaws and Resolutions	James Leary
Education and Outreach	Sonja Wixom
Exhibits	Dean Jones
Finance	Andy Fuhrman
Meeting Planning	Tom Warmuth
Membership	Matt Johnson
Nominating	Brett Hartis



Past President's Advisory	Brett Hartis
Program	Jeremy Slade
Proposal Review	Brett Hartis
Regional Chapters	Gray Turnage & Lyn Gettys
Strategic Planning	Mark Heilman
Student Affairs	Andrew Howell

**Special Representative**

BASS	Jeremy Slade
CAST	Gray Turnage
NALMS	Terry McNabb
RISE	Matt Johnson
Women of Aquatics	Amy Kay
WSSA	Ben Sperry
Science Policy Director	Lee Van Wychen

# **THE AQUATIC PLANT MANAGEMENT SOCIETY, INCORPORATED**

## **Minutes of the Board of Directors Meeting**

**January 30, 2024**

**Midyear Board Meeting**

**In-Person and Virtual**

The Board of Directors of the Aquatic Plant Management Society, Inc., met on Tuesday, January 30, 2024, at the Hilton St. Petersburg. Several attendees joined virtually as well. President Jay Ferrell called the meeting to order at 9:01 a.m., Eastern.

Officers and Directors present at roll call or joined shortly thereafter virtually include:

Jay Ferrell, President  
Jeremy Slade, President-Elect  
Lyn Gettys, Vice-President  
Justin Nawrocki, Treasurer  
Amy Giannotti, Secretary  
Ramon Leon, Editor  
Brett Hartis, Past-President  
Toni Pennington, Director  
Matt Johnson, Director  
Troy Goldsby, Director  
Gray Turnage, Director  
Brittany Chesser, Director  
Damian Walter, Director  
Hannah Brown, Student Director

Others in attendance during all or portions of the meeting:

James Leary, Bylaws & Resolutions Committee Chair  
Andy Fuhrman, Finance Committee Chair  
Lee Van Wychen, WSSA Science Policy Director  
Mark Heilman, Strategic Planning Committee Chair  
Tom Warmuth, Meeting Planning Committee Chair  
Dean Jones, Exhibits Committee Chair  
Andrew Howell, Student Affairs Committee Chair

## **MINUTES AND PRESIDENT'S UPDATE**

After Roll Call and sound checks for virtual attendees, President Ferrell reminded all Board members that he is planning to hold a quarterly meeting for the Executive Officers. He then asked Secretary Giannotti to call for a review of and vote on the Minutes included in the Board Book.

Secretary Giannotti presented the Pre-Conference Board Meeting Minutes, the Annual Business Meeting Minutes, and the Post-Conference Board Meeting Minutes.

***Brett Hartis motioned to approve the Pre-Conference Board Meeting Minutes. Gray Turnage seconded the motion. The motion passed without further discussion or dissent.***

***Jeremy Slade motioned to approve the Annual Business Meeting Minutes. Lyn Gettys seconded the motion. The motion passed without further discussion or dissent.***

***Matt Johnson motioned to approve the Post-Conference Board Meeting Minutes. Gray Turnage seconded the motion. The motion passed without further discussion or dissent.***

### **SECRETARY'S UPDATE**

Giannotti said the Strategic Plan (2023-2027) has been uploaded to the website under the Society Documents Section. Giannotti stated that reminder notices for Membership Dues and Sustaining Members would go out in March, May, and June 2024, prior to the Annual Meeting in July. To assist with expediting the program, logos and business descriptions will be due by June 15. Updated newsletters have been posted online. The Spring 2024 newsletter will go out with the Call for Papers and Meeting Registration info. Giannotti also said the Board Books will be uploaded to the website.

### **TREASURER'S UPDATE**

Treasurer Nawrocki stated that all accounts have been reconciled as of January 2, 2024. Nawrocki said that the Society transferred \$15K from the Scholastic Checking into the General Checking account to cover expenses until the investment CD matures, likely around the end of February. Nawrocki said that the stock market is doing well, and he praised the dedication of the Finance/Scholastic Endowment Committee as evidenced by the \$22K that went into the account from the Annual Meeting in Indianapolis.

In general, though, the concern for holding an Annual Meeting in the Midwest remains as we ended up losing \$5K in Indianapolis. APMS made about \$35-40K in Greenville SC in 2022, and historically meetings in FL do well, too. Slade offered his support and thanks to the Finance Committee for their efforts. Nawrocki pointed out that all regional chapters of APMS (except WAPMS) have supported our Scholarship efforts.

### **EDITOR'S UPDATE**

Editor Leon stated that there was a decline in submissions this year, but that things are looking up – especially in the last two weeks. Leon's goal is to have 5-8 papers per issue of the *Journal of Aquatic Plant Management*. APEX will be updating the website with: new guidance for authors, small abstract section, open category similar to case studies and short notes to illustrate management practices, etc....and he hopes this will expand readership.

JAPM went fully open access this year, and Leon's goals for this include: an international aquatic plant management special issue, reaching out to international societies and groups to

showcase the JAPM, encourage women to participate on the Editorial Board for input and international expansion, and to raise APMS profile with increased submissions.

Leon also asked the Board if they felt confident in his efforts. They said yes and are very pleased with his accomplishments and moving the *Journal* online and open access.

Ferrell asked about the 'search history' that used to be a feature. Leon said this is a technical challenge that hasn't been solved yet but hopes the new site will have the search box. The system should scan each article to find and locate key words. Still working on a Boolean search.

Leon stated the site was ready to go live anytime now. WSSA is expecting to go open access later this year, so APMS is doing the right thing.

Slade asked how, if it used to be \$30/page and with color and open access is \$500-600, how did we arrive at the \$1100-1200 fee. Gettys responded that this is the cost of doing business, that \$1500-2500 is normal for open access and no page limit and in color. The issue is more of a 'turnaround time', but she feels that \$1100-1500 range is certainly reasonable. Turnage mentioned his experience with a \$2500 cap. Leon feels that \$1200 is too much for this publication and is on par with NDPI. He plans to start low and increase as needed. Based on the numbers Nawrocki gave him, Leon said if we can get 20 papers submitted annually, we will be in the black. Nawrocki said that APMS lost monies this year, presumably because we abandoned print. Nawrocki hopes that we can break even if not profit from this open access JAPM. Ferrell suggested the fee stay at \$1100 this year and explore increases later once the Editorial Board can evaluate progress, and he thanked Leon for his efforts. Leon plans another January issue before July, and he will ask Giannotti to promote on social media once it is live.

Two items mentioned but discussion was delayed until appropriate Committee Reports: 1) Sherry Whittaker is planning to attend the Annual Meeting and run the registration desk again this year. 2) Ferrell asked about having a new booth for APMS exhibiting and asked for a proposal to be submitted to the Board with a redesign including current and updated info.

***Jeremy Slade motioned to approve Officer reports. Matt Johnson seconded the motion. The motion passed without further discussion or dissent.***

## **COMMITTEE UPDATES**

Ferrell asked for Committee updates.

**Awards – skip and cover later.**

**Bylaws and Resolutions** – Leary shared a summary of the Committees comments and recommended to President and Board that these be ratified by the Membership in July. Ferrell point out that the Conflict of Interest policy is included as part of the 501c3, therefore should not

be part of the Bylaws. The language doesn't currently match so that needs work but is not the responsibility of the Bylaws Committee.

Ryan Wersal submitted Scott Nissen as an Honorary Member, but he has been a member for 9 years (10 is required for APMS)...but has been coming to this meeting for 10 years, Giannotti confirmed.

Ferrell thanked the Bylaws Committee for their work and suggested that Nawrocki and Fuhrman share the Conflict of Interest document with Amber (financial/legal advisor) and ask her opinion if it should be an appendix to the Bylaws, or how that should be handled. Fuhrman stated the IRS requires and we have the Conflict of Interest. Ferrell asked about putting it in the SOPs instead like MAPMS and NALMS do. Ferrell stated that the verbiage just needs to be updated, and Leary offered that language needs to clarify liability and commitments.

Fuhrman and Nawrocki said that Amber gave us a template and they passed this to Bylaws. Ferrell asked if the Board should accept the proposed changes to the Bylaws as presented by Leary.

***Justin Nawrocki motioned to accept the proposed Bylaws changes submitted by James Leary in an email dated December 1, 2024 for 501c3 language. Amy Giannotti seconded the motion. Further discussion took place for this motion on the floor...***

Leary mentioned that state laws for 501c3 corporation apply and may need to be revisited. Johnson said that Slade had comments about further changes (e.g., defining the fiscal year, renaming the scholarship to the Michael D. Netherland Graduate Student Research Grant instead of Scholastic Endowment, etc.).

Turnage said that MSAPMS Board can override and waive membership requirements if they wish.

Nawrocki reported that APMS FY is from January to December.

Ferrell said APMS paid over \$5K in taxes alone for the meeting in Indianapolis. Asked for a goal to have this reviewed by Amber and completed. Nawrocki said will be done by July 2024. Leary asked about doing an online vote to membership. President Ferrell proposed calling an emergency meeting to address this with 30 days advance notice in newsletter and socials and meeting 12 hours ahead... will call for a vote of 75% of members present. Leary will confirm we can do this. Leary suggested reviewing the execution plan and mission statement now once APMS is a charitable organization. Johnson expressed concern that the vote needs to happen in the Annual Meeting.

Discussion returned to the motion for a vote:

***Justin Nawrocki motioned to accept the proposed Bylaws changes submitted by James Leary in an email dated December 1, 2024 for 501c3 language. Amy Giannotti seconded the motion. The motion passed without dissent or further discussion.***

Leary suggested establishing an Ad Hoc Committee to evaluate the Conflict of Interest statement. He said MAPMS has this as an independent policy and not part of Bylaws. Nawrocki and Fuhrman suggest waiting til we hear back from the attorney. Leary reminded that the Committee is challenged by the current language and it needs updating and to be fixed. Leary doesn't understand what can and can't be changed. Ferrell asked all to hold on Conflict of Interest language until attorney weighs in.

Ferrell stated that Scott Nissen has been nominated for Honorary Membership, but that he doesn't fit the criteria and there is no caveat in the Bylaws so he is not currently eligible. Slade recommends and override and to revise Bylaws such that regional chapter participation can qualify. Leary said Nissen has been a paid member for 9 years. Pennington asked about consecutive years and if that was part of the language. Leary stated that the nominee must be a voting member of the Society for no less than 10 years, not consecutive. Chesser asked about the year the nominee attends and gets the award..for Nissen, this would be 10<sup>th</sup>. SOPs indicate current membership not required, 10 years total, and dues and fees waived after Honorary is conferred. Ferrell pointed out that if Nissen joins this year, he qualifies. Goldsby offered to pay membership and Giannotti will coordinate with Goldsby to update Nissen's membership.

No further discussion for Bylaws and Resolutions Committee

**Awards** – Ferrel presented for Wersal. Everyone has seen and reviewed the Slate, and Ferrell offered support for an excellent Slate of Nominees.

**Education/Outreach/Website** – Hartis said website looks good and Annual Meeting info is coming together nicely for posting and advertising. Giannotti read the Outreach report for Sonja Wixom, new Chair. Leary suggested including a discussion of Bylaws and Resolution Committee progress on website to increase transparency and ease of donations like MAPMS and NALMS. Hartis noted that Bylaws and Ops Manuals are typically behind closed doors for Members Only. Johnson mentioned that MAPMS has not actively received any donations due to errors with ACH/Braintree. Slade suggested nominating a colleague for an Award and updating the page accordingly.

Hartis mentioned reviewing the promotional materials (banners for APMS exhibit) before July and getting those overhauled. Perhaps a partner can assist with printing.

**Finance** – As of January 9, 2024, total in investment accounts is \$462,387.89, which is up \$53,714.34 from January 1, 2023. As of December 31, 2023, the Aquatic Endowment Account had \$203,627.83, up \$30,349.54 from January 1, 2023...and the Aquatic Plant Account had \$256,618.10, up \$21,422.84.

APMS is more conscientious of spending and is doing better now than before Covid. Proposals are passing through the Proposal Review Committee to help decide which projects get support.

Hopeful that new 501c3 designation garners new and more support via donations.

Nawrocki has had conversations with regional chapters hoping to increase interest in supporting MDNGSRG and getting researchers to apply for funding. Chesser and Turnage and Gettys offered to promote the MDNGSRG among their respective regional chapters – both for donations and to encourage applicants. Slade and Nawrocki expressed an interest in finding a new approach to recruit donations from regional chapters as it has all been very random in the past.

**Meeting Planning** – Warmuth discussed challenges of finding appropriate location for Presidential Reception ...stay at hotel (low cost) or have somewhere else (more expensive, but fun). Indianapolis had great food, attendance, and price tag was hefty.

Looking at the St. Pete Pier for 2024.

Hartis reminded everyone that the Presidential Reception sets the tone. Important to keep it in budget but having a nice location is good, too. Nawrocki suggested saving money by capping alcohol offerings to beer and wine only. Slade said budget is usually \$7-10K and asked Warmuth to not conflict with poster session. Ferrell asked that Warmuth follow up with Bill Torres. Nawrocki suggested scaling back the poster session to snacks only.

Discussion of 2026 locations include: Denver, California (expensive), Renaissance Phoenix (downtown), Reno (adds another flight for many).

***Justin Nawrocki motioned to hold the 2026 Annual Meeting in Phoenix, AZ from July 19-23, 2026. Jeremy Slade seconded the motion. The motion passed without dissent or further discussion.***

Sherry Whittaker has offered to work the Registration Desk for APMS 2024 Annual Meeting. The Meeting Planning Committee is asking that her travel costs and lodging be covered.

***Justin Nawrocki motioned to cover travel, lodging, and other reasonable expenses for Sherry Whittaker to attend APMS 2024 and manage the Registration Desk. Troy Goldsby seconded the motion. The motion passed without dissent or further discussion.***

Johnson reminded everyone that Torres usually goes to the meeting site ahead of the contracted dates and visits prior to signing any agreements.

**Membership** – Johnson said the Committee has sent Condolence letters to APMS Member families who had lost loved ones.

Currently, the Society has 159 paid members and 335 past due. The Committee hopes to encourage more and new participation and activity. One suggestion is to distribute a flyer (sample provided in room) to help explain what APMS does. Johnson has been working on government contact lists and applicators in states where accessible. Several regional chapters are not open to sharing their membership lists directly, but they have offered to let us communicate to their members through their chapter leadership. Johnson will send Giannotti and Fuhrman the flyer for use in promotions. Turnage suggesting trying to get a hold of the applicator list – but some states don't allow this.

Gettys said Short Course distribution list is around 5,500 members. Giannotti reminded people to share and cross-post on social media to help elevate our presence.

**Nominating** – Hartis offered a Slate of Nominees and thanked those Directors who are rotating off after this year (Pennington and Johnson). Several names have been suggested for Directors, including JJ Ferris and Amy Smagula. Michael Greer is likely the candidate for Vice President. Leon is in 3<sup>rd</sup> of 3-year position as Editor, and Giannotti and Nawrocki are in 1<sup>st</sup> year of 2<sup>nd</sup> 3-year term. Hartis would like to see more government/agency input. Ferrell complimented him on a thorough and complete search for Nominees.

*Justin Nawrocki motioned to accept JJ Ferris and Amy Smagula as Directors, Michael Greer as Vice President, and Ramon Leon for an additional 3-year term as Editor for 2024-2025. Amy Giannotti seconded the motion. The motion passed without dissent or further discussion.*

**Past President** – no report

**Exhibits** – Dean Jones summarized income from exhibitors and sponsorships in 2023 (\$68,300) and said that was down about \$3K from the 10-year average. Jones said we have fewer sponsors and even some no-shows in recent years. He suggests adding a fee spreadsheet to the website. Jones also proposes that APMS discontinue awarding the Exhibitor Award at the banquet.

*Dean Jones motioned to discontinue awarding of Exhibitor Excellence Award and remove it from SOPs. Justin Nawrocki seconded the motion. The motion passed without dissent or further discussion.*

Turnage reminded Jones where Societies have engagement stations at each booth and prize drawings to encourage engagement. Johnson offered to provide insight from what MAPMS does. Ferrell asked Committee to provide a plan to the Pre-Conference Board Meeting.

**Program** – Slade has the Program plan in the works and is coordinating with APEX. Slade appreciates the info passed on to him from previous Presidents. Call for Papers went out in December 2023 newsletter and was also sent to regional chapters. APMS received 1 abstract submission last week. Planning a “Back to Basics” plenary session with conversations about messaging and management techniques. Meeting next month to segue into something like this: Ferrell (chemistry of APM), Bellaud (physical removal), Harms (biological), Leary (mechanical), Howell (tech/drones), and panel discussion.

Abstracts due by May 17, 2024. Conference will be a full two days and a half-day on Thursday. Jones asks to please copy him with logos for signage, etc.

**Proposal Review** – no report

**Regional Chapters** – no report



**Strategic Plan** – Heilman stated a focal point from the Strategic Plan was alliances and partnership activities, like we do with NALMS. Heilman continues to monitor Section 314/Clean Water Act activities and is watching for new places for APMS to fit.

APMS will have a booth at NALMS this year. CA Lake Management Society is offering an aquatic plant ID Workshop at NALMS this year.

Heilman continues activity with NAISMA Board and Legislative Committee trying to increase aquatic plant management conversations. NISAW webinars are coming up. Heilman is staying in the loop on the federal Aquatic Nuisance Species Task Force.

ICAIS is meeting in Halifax, Nova Scotia...should APMS have a booth or sponsorship? And SLMP was last week.

**Student Affairs** – Howell mentioned the student field trip planned for APMS 2024 to the Braden River to observe the *Vallisneria spiralis* under active management by FWC. Obtaining boats with help from UF and FWC. Field trip is usually held at the end of the week but is happening on Monday this year instead.

Hoping Student Meet ‘n’ Greet can be a chance for students to interact with agency, government, private sector, research, etc. and have breakout groups where they can learn about careers.

Student luncheon is a good mentorship opportunity and other sectors have been invited for career exposure to have a similar breakout dynamic as the Meet ‘n’ Greet.

Brown said that students favor repeating mentoring experience. Pennington said would be helpful to have a quick intro for students about who APMS leadership is and who has done what.

***Matt Johnson motioned to accept Committee Reports. Gray Turnage seconded the motion. The motion passed without dissent or further discussion.***

**AERF** – Gettys said AERF met in November 2023 with about 20 people in attendance to develop a new Strategic Plan. A newsletter will be coming out soon. Layne wants to talk about joint activities with APMS in July for the APMS Annual Meeting.

**BASS** – Slade said that last year APMS approved \$1500 donation to BASS. Slade is attending the Summit this year (March 2024 in Tulsa, OK). Membership was polled and interested in bass management, restocking, fish care, impacts, etc. Last summit focused on aquatic plant ID. Slade asked if anyone else was interested in attending. Goldsby expressed interest and will get a form from Slade. Slade wants to continue the strong relationship between BASS and APMS.

**CAST** – Turnage said that the HABs paper has been in the works for nearly a decade now and is still in review. There aren’t many authors associated with APMS included in it, and Turnage wonders if APMS should consider getting more involved. Gettys said it is mostly a problem focus, not a management one and advises instead to help shepherd it through. Turnage said CAST is

expecting contributions toward printing. Gettys said this is in the realm of \$35K with a national press release and launch planned for Washington DC.

**NALMS** – no report

**RISE** – Johnson sent a video from RISE to regional chapters for educational purposes so that they could assist lawmakers in their respective regions with legislation. Van Wyche asked who is leading the NPDES exemption, and Johnson said he will get more information on that. Discussion of EPA lawsuit and USFWS not being consulted.

**WOA** - no report

**WSSA** – no report

**SCIENCE POLICY** – Business has been super busy. Goldsby, Ferrell, and Richardson came to Washington DC in November for Appropriations Meeting which was important for APM because the House cut the APM budget by half compared to 2023. Also met with Appropriations Committee majority and minority in House and Senate.

Fellows are listed in the Science Policy Report.

APM has a lot of support in the Senate. Non-defense discretionary spending increase of 0% and Defense spending 3% increase. The overall message conveyed to lawmakers was to at least maintain FY 2022-23 spending if at all possible.

GAO report in November in Pacific Northwest indicated lots of money was not being used.

The Farm Bill has been extended through September 30, 2024...and may push to 2025.

ESA focus now is on herbicide strategies in rowcrop ag in lower 48 states. Doesn't impact aquatics at this point but continuing to monitor.

**Ad Hoc Committee on Code of Conduct** - Ferrell asked Goldsby for an update on the AdHoc Committee on the proposed Code of Conduct. Goldsby said they revised what was sent earlier and took out headings and put some back in. Ferrell offered kudos to Goldsby for taking this from a blank to active document and would like the Board to provide line edits back to the Committee and a vote at the quarterly meeting.

Slade had questions about the website portal for submitting complaints, who would receive those, how the designated people will be selected, etc. Goldsby replied that the forms are available from other groups and those can come later after the Code has been adopted. Slade was concerned about how to handle violations, and Ferrell reminded the Board that this is a 'living document' to be changed as needed. Board Members should submit line item edits to Goldsby and he can take it back to the Committee and call for a vote.

Chesser reminded everyone about the importance of proper training and receiving complaints and managing forms with care and respect. Goldsby reiterated the point is to have a document in place because we need it; but it is not to nitpick the Code to the point of not having one.

Pennington thanked Goldsby and the Committee for their efforts.

### **Old Business:**

Ferrell said the Old Business related to the 501c3 changes, and those were handled in Committee Reports.

### **New Business:**

1. Reminder to monitor federal appropriations for aquatic plant management
2. Vendor support for APMS Annual Meeting is critical. 20 years ago, we had BASF, DuPont, Bayer, etc. Now is much smaller and harder to make it profitable. Johnson asked if it is helpful to ask vendors how satisfied they are with their experience at our annual meetings. Ferrell suggested asking the Exhibits Committee to review this.
3. Meeting Planning – has been covered in Committee Report.
4. Turnage revisited the CAST Membership support asking APMS to support at \$1500 to make scientific recommendations to federal lawmakers. Ferrell reminded everyone that the HABs white paper may die if APMS stops funding. Slade was concerned that APMS has already paid a lot over the years. Chesser and Heilman both asked if the white paper can be shared; Turnage will find out.

***Gray Turnage motioned to continue membership with CAST for \$1500. Lyn Gettys seconded the motion. The motion passed without dissent or further discussion.***

5. Ferrell added that APMS will hold a special business meeting via Zoom with a 30-day notice, 12-hour in advance reminder to discuss the interpretation of Bylaws.

***Jeremy Slade motioned to adjourn the meeting. Lyn Gettys seconded the motion. The Board meeting adjourned at 3:10 p.m., Eastern.***

# THE AQUATIC PLANT MANAGEMENT SOCIETY, INCORPORATED

## Special Business Meeting for Active Membership

March 19, 2024

Virtual Meeting

The President of the Aquatic Plant Management Society, Inc., called for a special Business Meeting to be held on Tuesday, March 19, at 3:00 pm Eastern over virtual platform. Notices were made to the membership via email and social media 30 days and 1 day prior. President Jason Ferrell called the meeting to order at 3:03 PM, Eastern.

---

President Ferrell explained that the Bylaws and Resolutions Committee had forwarded a revision of the Bylaws that has been approved by an attorney to the Board of Directors to move the Aquatic Plant Management Society (APMS) from a 501(c)(b) to a 501(c)(3) status, offering tax savings for donors and for any expenditures for APMS.

*Ryan Wersal motioned the membership to accept the proposed Bylaws changes presented to the Board on December 1, 2023. Matt Johnson seconded the motion. The motion passed without further discussion or dissent.*

Justin Nawrocki mentioned that Finance Committee needs a vote of the Board of Directors on the proposed Conflict of Interest Statement to proceed with the tax-exempt status transition. President Ferrell noted that the Conflict of Interest statement is not voted on by the membership because it is not a change to the Bylaws, but asked the Board to consider a discussion and vote on this to complete the tax change process.

*Justin Nawrocki motioned the Board to adopt the Conflict of Interest Statement that was shared with the Board of Directors. Brett Hartis seconded the motion. The motion passed without further discussion or dissent.*

Nawrocki requested that Secretary Giannotti record and distribute the Minutes to the Treasurer and Finance Committee ASAP to proceed with the tax status transition.

The Board meeting adjourned at 3:16 PM eastern.



# THE AQUATIC PLANT MANAGEMENT SOCIETY, INCORPORATED

## Funding Request for EPA May 23, 2024 E-Vote

May 23, 2024 – E-Vote

***Brett Hartis (for the Proposal Committee) motioned the Board to approve covering lodging expenses for up to 4 EPA personnel to attend the 2024 APMS Annual Conference at a cost not exceeding \$,2400.00. The motion was seconded by Troy Goldsby. The motion passed without dissent.***

### **Background**

1. We would like to suggest that the affiliations of the 4 EPA staff be identified, if possible. If there have already been invitations to 4, APMS can cover these expenses in 2024. If 4 candidates have not already been selected, we suggest limiting that to 2-3. We are approving funding for up to \$2400 for all (pending BOD approval). Estimate is based on rooms and travel of which AERF is covering travel. So ultimately, paying the hotel for the rooms would be ~\$200/night for 3 nights/person = \$600. Up to \$2400 for all four. Registration will simply be waved, and F&B covered across the attendees.
2. We would request that one person (preferably the herbicide head) give a 15-minute talk, if possible. We recognize that this is likely a last-minute ask, so if not, perhaps we can set up a break off discussion for the APMS Board to interact.
3. We establish an application process to be filled out by those requesting assistance OR for those APMS members looking for reimbursement for invited guests going forward (2025---). Perhaps with EPA, we create an MOU between AERF and APMS to cover specific EPA employees on a recurring basis.

# THE AQUATIC PLANT MANAGEMENT SOCIETY, INCORPORATED

## Funding Request for Clements & Hofstra/NIWA Attendees

June 10, 2024

E-Vote

June 10, 2024 – E-Vote

***Brett Hartis (for the Proposal Committee) motioned the Board to approve covering lodging expenses for Deb Hofstra (~\$600) and waiving registration fees for Deb Hofstra and Daniel Clements (~\$1,360) to allow for each to attend the 2024 APMS Annual. The motion was seconded by Gray Turnage. The motion passed without dissent.***

### **Background**

We recently received a proposal request from Dr. Turnage to support our international colleagues (Deb Hofstra and Daniel Clements) in attending APMS this year. My understanding is that NIWA has a prioritization system to determine who, within the entire organization, will receive travel funds for conferences. Dr. Clements and Hofstra will each need approximately USD \$4800 to travel to APMS. At Gray's last communication with them 2 weeks ago, Dr. Clements was right at the cutoff point within NIWA and may receive travel funds, but that Dr. Hofstra is further down the list probably won't receive funds. However, if some of the costs were reduced, they may move further up the list. Gray asked the proposal review committee to consider:

- Waiving their registration fees (USD \$680) and/or
- Covering hotel costs (approx. USD \$1,200)

After discussion, and consideration that Dr. Clements will likely receive some level of funding, the APMS proposal review committee would like to make the following recommendation to the BOD:

**We motion that APMS waive registration fees for both Dr. Hofstra and Dr. Clements (~\$1,360) and cover lodging for Dr. Hofstra (~\$600) to allow for each to attend APMS annual conference in 2024.**

Additionally, the proposal review committee recognizes the need to establish an application process to be filled out by those requesting assistance OR for those APMS members looking for reimbursement for invited guests going forward (2025---). Jeremy Slade will begin working on this process during his presidency.

President's Report  
July 2024 Annual APMS Board Meeting  
Jay Ferrell

No Report.

7/1/2024

# 2024-Annual Meeting Board Meeting

## Treasurers Report

All accounts have been reconciled as of 7/1/2024 and that information is reflected in this report. The current balances of our accounts are as follows

Account	Balance
General Checking	\$110,314.98
Scholastic Checking	\$14,056.30
Scholastic Investment	\$215,474.86
General Investment	\$157,041.13
Reserve	\$100,000.00
Total	\$596,887.27

2023 was a difficult year for generating revenue at the annual meeting. Historically in the past when the meeting is in the Midwest region we experience decreased attendance as opposed to other locations, likely due to Midwest APMS opting out of holding a joint meeting. The 2024 meeting looks to be on par with most meetings we hold, from an income perspective. APMS should be mindful of rising costs, especially concerning the annual meeting, which is our largest expense.

Source	2022	2023	2024
Delegate Registration	\$33,950	\$31,670	\$37,640
Sponsorship	\$53,500	\$36,000	\$41,500
Exhibitors	\$18,500	\$13,115	\$22,460
Total	\$105,950	\$80,785	\$101,600

With APMS converting to a 501(c)(3) corporation we will potentially save a substantial amount on sales tax each year. I calculated for the 2023 meeting we spent just over \$6,000 in sales tax between the hotel and presidents reception, which we should be exempt from paying moving forward.

Justin Nawrocki

Attached:

2024 Detailed Income/Expenses

2023 Estimated Expenses



	<u>Jan 1 - Jul 1</u>	
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>Annual Meeting Income</b>		
Delegate 1-Day Registration	470.00	
Delegate Pre-Registration	32,410.00	
Delegate Registration	3,390.00	
Exhibit Fees	22,460.00	
Guest Pre-Registration	1,070.00	
Sponsorship	41,500.00	
Student Registration	<u>300.00</u>	
<b>Total Annual Meeting Income</b>	101,600.00	
<b>Journal Income</b>		
Page Fees	1,040.00	
Subscriptions	<u>1,292.09</u>	
<b>Total Journal Income</b>	2,332.09	
<b>Membership Income</b>		
Individual	10,810.00	
Student	200.00	
Sustaining	<u>13,675.00</u>	
<b>Total Membership Income</b>	24,685.00	
Refund	-1,912.94	
<b>Scholastic Endowment Income</b>		
Grand Prize Contribution	5,050.00	
Regional Chapter Contributions	<u>6,500.00</u>	SCAPMS, TAPMS, MSAPMS, MAPMS
<b>Total Scholastic Endowment Income</b>	<u>11,550.00</u>	
<b>Total Income</b>	<u>138,254.15</u>	
<b>Gross Profit</b>	138,254.15	
<b>Expense</b>		
<b>Annual Meeting Expense</b>		
Deposit	<u>2,000.00</u>	
<b>Total Annual Meeting Expense</b>	2,000.00	
APMS Blog	2,100.00	
<b>Awards</b>		
Plaques/Certificates	<u>170.63</u>	Taxes from 2023
<b>Total Awards</b>	170.63	
<b>Credit Card Merchant Processing</b>		
Credit Card Merchant Processing - Other	<u>2,873.24</u>	
<b>Total Credit Card Merchant Processing</b>	2,873.24	
Education/Outreach	1,500.00	Bass Grant
<b>Journal Expense</b>		

Editing	2,257.75
Journal Expense - Other	<u>275.00</u>
Total Journal Expense	2,532.75
Licenses and Permits	61.25
Scholastic Endowment Expense	
Graduate Assistantship	20,000.00
Prizes	<u>4,188.79</u>
Total Scholastic Endowment Expense	24,188.79
Secretary Stipend	5,000.00
Shipping	63.77
Supplies	107.24
Tax Preperation	1,518.22
Website	
Administration	2,000.00
Website - Other	<u>594.00</u>
Total Website	2,594.00
Winter Board Meeting	
Meals	630.16
Travel	<u>217.49</u>
Total Winter Board Meeting	<u>847.65</u>
Total Expense	<u>45,557.54</u>
Net Ordinary Income	<u>92,696.61</u>
Net Income	<u><u>92,696.61</u></u>

## 2024 Proposed Budget

Item	Amount
+Journal	
-Allen Press	\$4,000
-Editor Stipend	\$6,000
<b>Total</b>	<b>\$10,000</b>
+APMS Meeting	
-Food and Beverage	\$75,000
Presidents Reception	\$10,000
-Meeting Planner	\$6,000
-AV	\$9,500
-Signs	\$1,000
-Student Rooms	\$8,000
-EPA, NIWA Rooms	\$3,600
-Plaques	\$4,500
<b>Total</b>	<b>\$117,600</b>
+Operating Expenses	
-CC Processing	\$3,000
-Tax Prep/Audit	\$1,500
-Insurance	\$1,500
-Secretary Stipend	\$10,000
-Social Media Stipend	\$4,200
-Website Admin	\$4,000
<b>Total</b>	<b>\$24,200</b>
+Sponsorships	
-CAST	\$3,000
-RISE	\$575
-WSSA + Lee	\$7,200
-BASS Grant	\$1,500
<b>Total</b>	<b>\$12,275</b>
<b>Grand Total</b>	<b>\$164,075</b>

Aquatic Plant Management Society  
2024 Annual Board of Directors Meeting  
Secretary Report  
Amy L. Giannotti

The following tasks have been completed:

**Minutes:** All approved Minutes are posted to the website.

**Membership/Database Update:** Still working with Members to login and update Membership Profiles. Discovered a few glitches with the database (*e.g.*, The ability to register as an Exhibitor AND as a Delegate should have been locked, it wasn't...so APEX is working on this to correct it, etc.)

This year, the Abstract deadlines in mid-May worked well. Still finding that Sustaining Memberships roll in with Meeting Registrations, despite reminders.

Meeting Information for APMS 2024 (as of July 1, 2024):

Sustaining Members: 18

Sponsors:

- Platinum - 1
- Gold – 3
- Silver - 0
- Bronze - 6
- Contributors - 4

Meeting Attendees (not all have paid): 156

**Newsletter:** The Spring 2024 Newsletter was released and posted to the website.

**2023-2024 Expenditures:** As outlined in the APMS Operating Manual, I have included a breakdown of AMEX credit card expenditures so far for APMS year 2023-2024 for the Office of the Secretary.

	Date	Expense/(Expected in Gray)	Amount
Hilton St. Petersburg	January 29, 2024	Midyear BOD Meeting (\$169/night + tax) + \$26.52 Parking	\$217.49
Hootsuite	February 27, 2024	Social Media Management	\$594/year
Hilton St. Petersburg	July 14-17, 2024	Annual Meeting (\$169/night + 13% tax) + \$26.52 Parking	\$898.88 + mileage

**Resignation:** I am officially resigning as Secretary as of September 30, 2024. I have enjoyed serving the Society in this capacity, and I will do my best to assist the person who takes this position.

June 25, 2024  
**Journal of Aquatic Plant Management**  
**Annual report 2023-2024**

**Editorial Board**

**Editor**

Dr. Ramon Leon – North Carolina State University

**Associate editors**

Dr. Alyssa Calomeni-Eck – US Army Corps of Engineers  
Dr. Julie Coetzee – Rhodes University  
Dr. Rodrigo Diaz – Louisiana State University  
Dr. Stephen Enloe – University of Florida  
Dr. Brenda Grewell – USDA-ARS  
Dr. Nathan Harms – US Army Corps of Engineers  
Dr. John Madsen - retired  
Dr. Christopher Mudge – US Army Corps of Engineers  
Dr. Wes Neal – Mississippi State University  
Dr. Robert Richardson – North Carolina State University  
Dr. Ryan Thum – Montana State University  
Dr. Ryan Wersal – Minnesota State University  
Dr. Bin Zhu – University of Hartford

**Journal statistics**

The two issues from 2023 and the first issues had five articles each. From those, eight focused on herbicide-based control and seven on biology and ecology of aquatic plants.

During the reported period, there were 28 submissions, and the acceptance rate after all reviews were completed was 74%.

The turnaround time from submission to first decision was 62 days, and the two main limitations for reducing turnaround time were the difficulty to recruit reviewers and the delays in review submissions by reviewers.

The journal impact factor for 2023 was 1.2 increasing 0.1 from 2022. The journal moved up to the third quartile (Q3) for the Plant Sciences and the Marine & Freshwater Biology categories being in the 35<sup>th</sup> percentile in both.

**Activities and results**

The transition of the journal to full Open Access (OA) was completed and fully implemented by the first issue of 2024. The OA fee was set at \$1,100 regardless of article type or number of pages.

The website of the journal was modified to provide more information to readers and authors about the composition of the Editorial Board, the scope of the journal and the format and content requirements for articles. Also, the focus statement of the journal was modified to explicitly mention algae and harmful algal blooms as topics of interest.

A search function was included in the issues tab of the website. However, the current version lacks specificity. Therefore, modifications are needed to ensure that readers can conduct more targeted searches and more easily find the articles of interest.

Four new associate editors joined the journal broadening its areas of expertise and geographic representation. The new editors are:

Dr. Alyssa Calomeni-Eck is a researcher with the US Army Corps of Engineers, who has expertise in algae control and environmental impact.

Dr. Julie Coetzee is a professor at Rhodes University in South Africa specializing in biostatistics and biological control.

Dr. Brenda Grewell is a research scientist with USDA-ARS working on biology and ecology of invasive wetland plant species.

Dr. Ryan Thum is a professor at Montana State University with expertise in ecological genetics and genomics of aquatic and invasive plants.

The review process and the publication cycle have been progressively synchronized, so journal issues are published at or short after the target month. Furthermore, articles are published on the website as soon as the editorial and digitation process is completed. This is done to make articles available to the public as soon as possible.

A digital object identifier (DOI) was acquired for the journal (10.57257/JAPM), and all new articles are published with a unique DOI which allows linking them with other digital documents.

### **Future goals**

There are three main goals for next year:

- 1) Promote the journal internationally.
- 2) Publish invited reviews.
- 3) Improve the functionality of the search engine of the journal website.

AWARDS Committee  
Ryan Wersal, Chair

NO REPORT

BYLAWS AND RESOLUTIONS COMMITTEE  
James Leary

*No report*

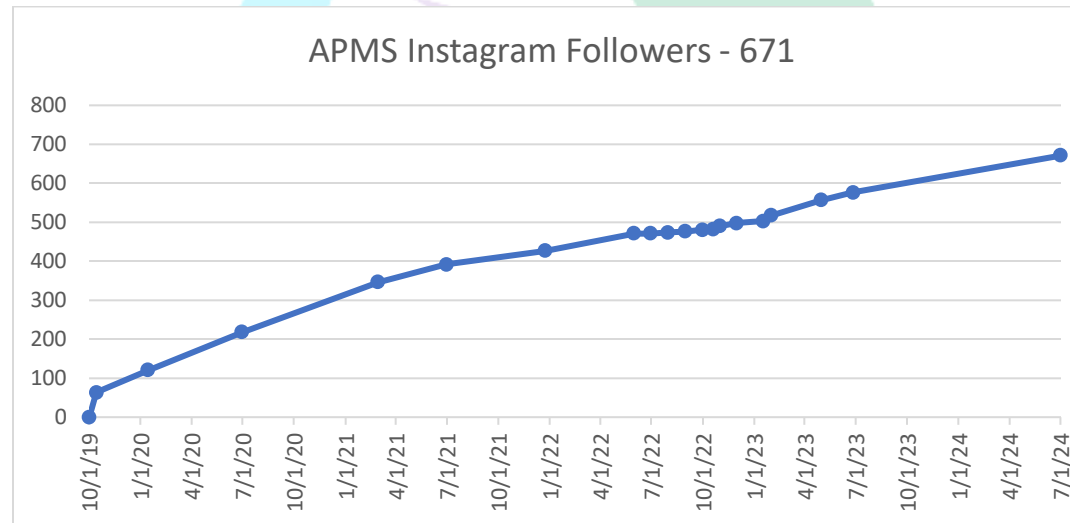
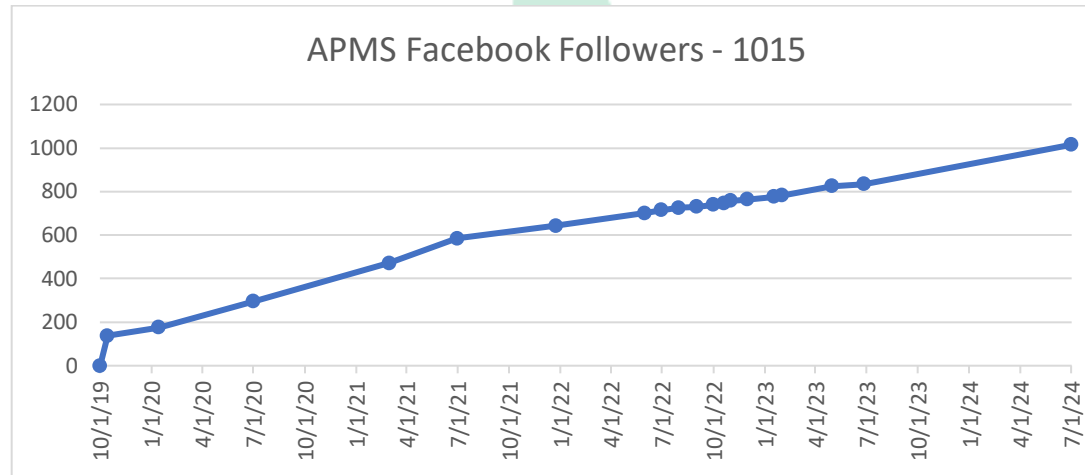


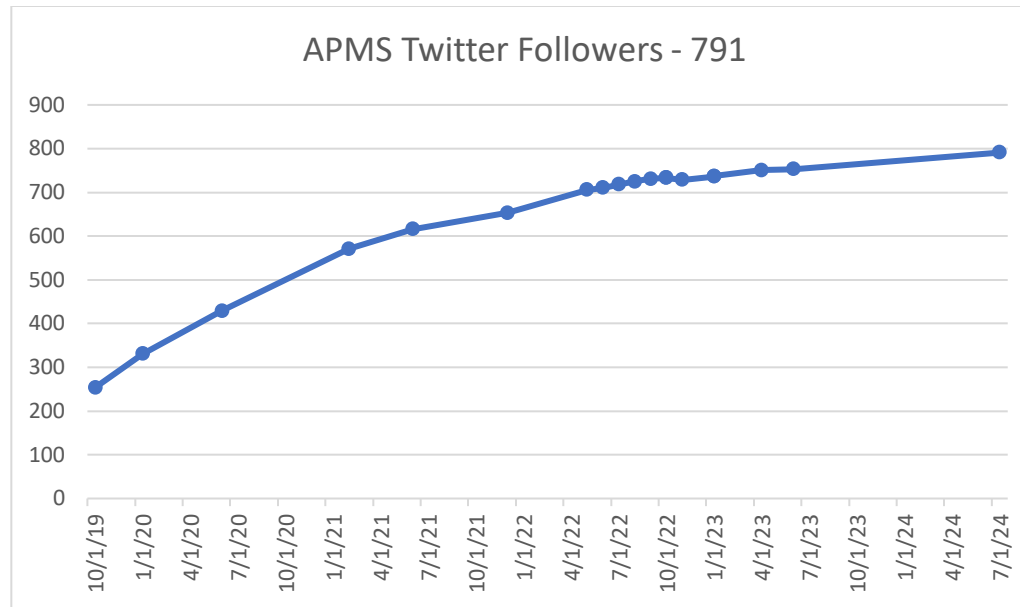
Education/Website/Outreach Report  
July 2024 Annual APMS Board Meeting  
Sonja Wixom, Chair

No Report

## Social Media Outreach Updates - Amy Giannotti – July 1, 2024

These are the analytic data since I began managing social media content for APMS in the fall of 2019. All of the accounts are showing increased growth and activity.







July 1, 2024

Brett Hartis, Ph.D. & Sonja Wixom  
President  
Aquatic Plant Management Society

Dear Brett & Sonja,

It has truly been a pleasure serving as the social media manager for APMS for the last four years. I really enjoy the outreach associated with promoting the Society, its mission, its membership, and its activities... and I love sharing the science behind invasive plant management. Please find a proposal here to renew the services for October 1, 2024 – September 30, 2025:

- Manage social media platforms (Facebook, LinkedIn, Twitter, and Instagram)
  - Serve as administrator and content generator (posts, photos, video)
  - Respond to posts, comments, and inquiries punctually, accurately, and appropriately
  - Engage with fans and followers to attract and retain interested audience
  - Share and cross-post relevant information on lake management issues
  - Target schools, universities, industry, and audiences to increase APMS membership
  - At least 3 posts per week on each platform
  - Weekly (or more frequent) posts featuring APMS agenda, presenters, vendors, and sponsors to promote APMS annual conference
  - Provide quarterly analytics for social media engagement and interaction to APMS Board of Directors
  - **Total investment:** **\$ 4,400 for 12 months**

Thank you for the opportunity to submit this proposal for social media management services I can provide.

Please let me know if you have any questions or need clarification. Please make check payable to AquaSTEM Consulting, LLC, and remit to the address below.

Thank you for the opportunity to serve APMS in this way.

Sincerely,

Amy L. Giannotti, M.S., C.L.M.  
Environmental Scientist & Certified Lake Manager

1572 Lawndale Circle, Winter Park, FL 32792  
tel: 407.603.0700 email: amy@aquastemconsulting.com

APMS Annual Meeting 2024  
Exhibits Committee  
Dean Jones, Chair

Committee Members: Dean Jones, Todd Olson, Carl Della Torre, and Matt Johnson

No Report At This Time.

## Finance Committee Report July 2024

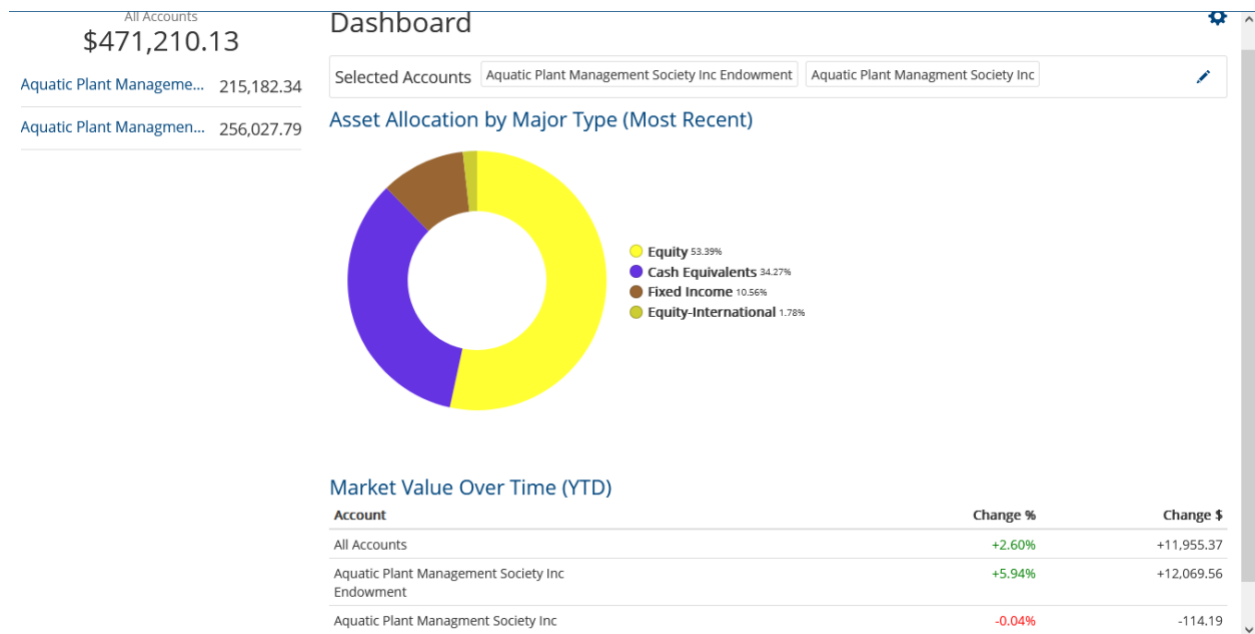
### Andy Fuhrman Chair

The following is a summary as of June 24, 2024

Total currently in our investment accounts is \$471,210.13 up \$11,955.37 year to date

Aquatic Endowment Account is \$215,182.34 up \$12,069.56 year to date

Aquatic Plant Account is \$256,027.79 down \$114.19 (this is due to \$20,000 transfer om March 12 to checking account)



# Aquatic Plant Management Society Inc Endowment-

Summary   Holdings   Performance   Transactions   Pending Transactions

Account Balance

\$215,182.34

Available Cash

\$27,046.76

## My Portfolio

### Actual Allocation



Asset Class	Percentage	Market Value
Equity-International	3.90%	8,385
Fixed Income	16.12%	34,690
Cash Equivalents	33.48%	72,047
Equity	46.50%	100,061
Portfolio Total	100.00%	215,182

# Aquatic Plant Management Society Inc Endowment-

Summary   Holdings   Performance   Transactions   Pending Transactions

## Performance Report

Asset Class: Account

Date Range: YTD 1M 3M 6M 1Y 3Y 5Y

Print

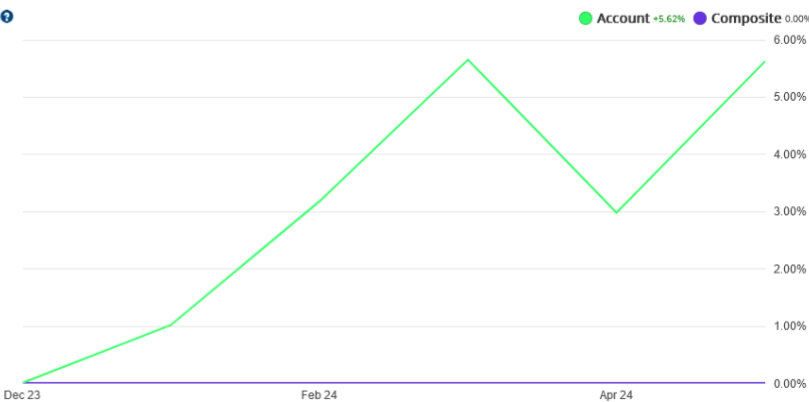
### Returns

Total Account  
5.62%

Composite Index  
0.00%

### Account Performance

Beginning MV (1/1/2024)	\$203,627.83
Net Change	-100.00
Additions	0.00
Subtractions	-100.00
Ending MV (5/31/2024)	\$214,956.57
Net Change in MV	\$11,428.74



# Aquatic Plant Managment Society Inc-

Summary   Holdings   Performance   Transactions   Pending Transactions

Account Balance

\$256,027.79

Available Cash

\$34,449.93

## My Portfolio

### Actual Allocation



Asset Class	Percentage	Market Value
Fixed Income	5.88%	15,065
Cash Equivalents	34.94%	89,450
Equity	59.18%	151,513
Portfolio Total	100.00%	256,028

# Aquatic Plant Managment Society Inc-

Summary   Holdings   Performance   Transactions   Pending Transactions

## Performance Report

Asset Class: Account

Date Range: YTD 1M 3M 6M 1Y 3Y 5Y

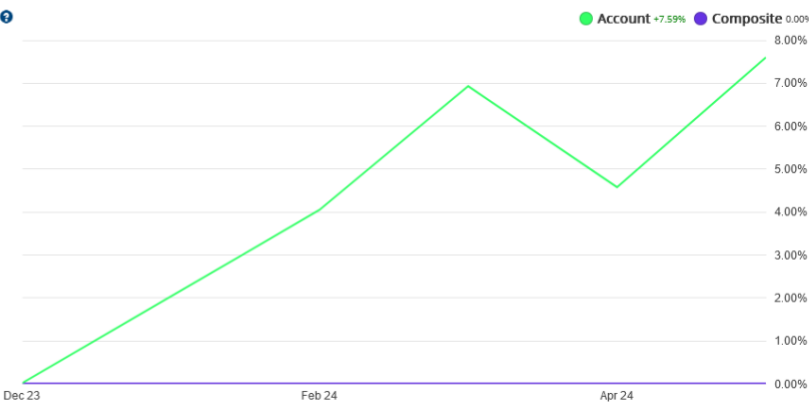
### Returns

Total Account  
7.59%

Composite Index  
0.00%

### Account Performance

Beginning MV (1/1/2024)	\$256,618.10
Net Change	-20,100.00
Additions	0.00
Subtractions	-20,100.00
Ending MV (5/31/2024)	\$255,528.86
Net Change in MV	\$19,010.76









Department of the Treasury  
Internal Revenue Service  
Tax Exempt and Government Entities  
P.O. Box 2508  
Cincinnati, OH 45201

AQUATIC PLANT MANAGEMENT  
SOCIETY INCORPORATED  
PO BOX 754  
HOLLY SPRINGS, NC 27540-0754

Date:  
04/09/2024  
Employer ID number:  
99-2060470  
Person to contact:  
Name: Customer Service  
ID number: 31954  
Telephone: (877) 829-5500  
Accounting period ending:  
December 31  
Public charity status:  
509(a)(2)  
Form 990 / 990-EZ / 990-N required:  
Yes  
Effective date of exemption:  
February 21, 2023  
Contribution deductibility:  
Yes  
Addendum applies:  
No  
DLN:  
26053495002374

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin  
Director, Exempt Organizations  
Rulings and Agreements



DEPARTMENT OF THE TREASURY  
INTERNAL REVENUE SERVICE  
CINCINNATI OH 45999-0023

Date of this notice: 03-21-2024

Employer Identification Number:  
99-2060470

Form: SS-4

Number of this notice: CP 575 E

AQUATIC PLANT MANAGEMENT SOCIETY  
INCORPORATED  
PO BOX 754  
HOLLY SPRINGS, NC 27540

For assistance you may call us at:  
1-800-829-4933

IF YOU WRITE, ATTACH THE  
STUB AT THE END OF THIS NOTICE.

#### WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 99-2060470. This EIN will identify your entity, accounts, tax returns, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

Taxpayers request an EIN for business and tax purposes. Some taxpayers receive CP575 notices when another person has stolen their identity and are operating using their information. If you did **not** apply for this EIN, please contact us at the phone number or address listed on the top of this notice.

When filing tax documents, making payments, or replying to any related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear-off stub and return it to us.

When you submitted your application for an EIN, you checked the box indicating you are a non-profit organization. Assigning an EIN does not grant tax-exempt status to non-profit organizations. Publication 557, Tax-Exempt Status for Your organization, has details on the application process, as well as information on returns you may need to file. To apply for recognition of tax-exempt status, organizations must complete an application on one of the following forms: Form 1023, Application for Recognition of Exemption Under Section 501(c)(3) of the Internal Revenue Code; Form 1023-EZ, Streamlined Application for Recognition of Exemption Under Section 501(c)(3) of the Internal Revenue Code; Form 1024, Application for Recognition Under Section 501(a); or Form 1024-A, Application for Recognition of Exemption Under Section 501(c)(4) of the Internal Revenue Code.

Nearly all organizations claiming tax-exempt status must file a Form 990-series annual information return (Form 990, 990-EZ, or 990-PF) or notice (Form 990-N) beginning with the year they legally form, even if they have not yet applied for or received recognition of tax-exempt status.

If you become tax-exempt, you will lose tax-exempt status if you fail to file a required return or notice for three consecutive years, unless a filing exception applies to you (search [www.irs.gov](http://www.irs.gov) for Annual Exempt Organization Return: Who Must File). We start calculating this three-year period from the tax year we assigned the EIN to you. If that first tax year isn't a full twelve months, you're still responsible for submitting a return for that year. If you didn't legally form in the same tax year in which you obtained your EIN, contact us at the phone number or address listed at the top of this letter. For the most current information on your filing requirements and other important information, visit [www.irs.gov/charities](http://www.irs.gov/charities).



## MEETING PLANNING – TOM WARMUTH

No Report.



[www.apms.org](http://www.apms.org)

## **Membership Committee Update**

**6/28/24**

Most recent report from the secretary is that we have 159 paid members. We have 336 “past due” members. These are people that have been members at one time, but have not renewed. The membership committee finalized a digital piece that we have been using to reach out to past members as well as marketing ourselves to new potential members through social media, tradeshow, and other society memberships. The piece was designed to provide a brief overview of the APMS, the upcoming conference, the Michael D. Netherland Memorial Research Grant, and offer encouragement to join APMS to not only receive benefits of networking and education, but also to support the ongoing outreach and industry development.

We are building government contacts as we move around the country. Currently we are working on Florida and possibly some of the northern border or proximity states for communication on the upcoming conference. We would welcome any contacts from membership as you are the ones that work with these important decision makers daily in the work that you accomplish together.

Given that the next conference will be at the NEAPMS, we’ve reached out and discussed that with the NEAPMS board of directors. This chapter of APMS will continue to work with the board of directors to publicize the 2025 annual conference to their membership and public outreach.

To reach out to the international community, the meeting information has also been sent to the members of International Aquatic Plants Group’s membership. If any members have other international contacts or organizations, please let us know so that we can add them to a list for connecting and keeping informed of our membership and annual conference opportunities.

Condolence letters and newsletter recognitions were prepared for Dr. David Webb and Amos Leon “Bo” Bates. These letters were sent to their wives.

The committee values all input from other board members and our membership on what we could be doing to better the society and increase membership and attendance to the annual conference.

**Respectfully Submitted:** Matthew Johnson (Chair), Lyn Gettys, Amy Giannotti, Gray Turnage, Amy Kay, Mirella Ortiz, Brian Isaacs, and Candice Prince.

Nominating Committee  
July 2024 Annual APMS Board Meeting  
Brett Hartis

**Nominating Committee**

The nominating committee was charged with replacing two director positions, Matt Johnson and Toni Pennington as well as recommending a Vice President. There are no other needs currently, as the existing treasurer and secretary are serving their terms. The committee considered the current board composition, which included existing affiliations, sector representation, and regional affiliation(s). After discussion at the Mid-winter board meeting, it was recommended that JJ Ferris and Amy Smagula be selected as new directors in 2024, and have confirmed their availability. Additionally, Mike Greer has been selected to serve as Vice President for 2024-2025.

Amy Giannotti recently informed the BOD that she will be stepping away from her role as Secretary effective September 30<sup>th</sup>, 2024. Amy has done a tremendous job serving the society over the past several years, and will be greatly missed. Amy has agreed to help ensure a smooth transition once a new secretary has been identified. The BOD has begun searching for the right person to begin serving as Secretary in 2024/2025. More to come in the next several weeks.

Additionally, a student representative for 2024-2025 will be nominated and selected during the student affairs luncheon on Tuesday, July 16<sup>th</sup>.

Past Presidents Advisory Committee  
July 2024 Annual APMS Board Meeting

Brett Hartis

The past president's luncheon will take place at 12:10-1:30 on Tuesday, July 16<sup>th</sup>. Past presidents were sent an email on 6/28/2024 to encourage attendance. I will report out on anticipated attendance at the pre-meeting BOD meeting. Please let me know if any items/topics you would like discussed during the luncheon.



# **THE AQUATIC PLANT MANAGEMENT SOCIETY, INC. OPERATING MANUAL**

**Last Revision 6/26/2023  
Ryan Thum, Past President**

## **Operating Task Calendar for Officers, Directors, Committees, and Special Representatives**

### **Preface**

This manual serves as a guide for officers, board members, committee chairpersons, special committees, and representatives of the Aquatic Plant Management Society in the discharge of their duties of office. These guidelines are intended to comply with the Bylaws yet be flexible enough to meet administrative and functional needs of this Society. This should not in any way stifle the creativity of officers or committee chairs in pursuing and accomplishing the goals and purpose of the Aquatic Plant Management Society, Inc.

Gratitude is extended to the Weed Science Society of America, Western Weed Science Society, and numerous members of the Aquatic Plant Management Society for their contributions to the formation and subsequent revisions of these guidelines.

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## **CHAPTER I - DUTIES OF OFFICERS AND DIRECTORS**

### **President**

1. Maintain and exercise general supervision over the affairs of the Society.
2. Preside over all business meetings of the Society, annual and special.
3. Preside over all Board of Directors meetings.
4. Approve all payments made by the Treasurer. If the President is unable to approve payments, the Past President may be appointed by the board to do so.
5. May sign checks in payment of obligations of the Society during the absence of the Treasurer.
6. Discharge such other duties as usually pertain to the Office of the President.
7. Uphold the spirit of the Constitution and Bylaws of the Society and cause the decisions of the Board of Directors to be carried out.
8. Upon assuming office, or soon thereafter, appoint Chairs to all Standing Committees listed in Chapter II, ad hoc special committees, and Special Representatives listed in Chapter III.
9. Maintain close liaison with all committees of the Society throughout the year to encourage and assist them in fulfilling their duties and responsibilities to the Society.
10. In conjunction with the Secretary, prepare an agenda for Board of Directors meetings.
11. Maintain liaison throughout the year with the Program Chair, Meeting Planning Chair, the Secretary and the Treasurer in planning the program for the Annual Meeting.
12. Keep the Board of Directors and Society members advised on matters of importance to them and their Society and solicit their suggestions and advice.
13. Maintain liaison with other societies and organizations with related interests and objectives of the Aquatic Plant Management Society.
14. Confer the President's Award upon any member, or non-member of the Society for distinguished service to the Society and meeting other criteria as may be set forth in Chapter IV, Section A of this Operating Manual. Such action requires a majority approval of the Board.
15. Provide names for the President's Award and/or any other special recognition designations to the Awards Committee in sufficient time for inscriptions of plaques or other honorary tokens.
16. Prepare cover letters and sign as Society President, resolutions passed at business meetings for distribution as designated by the resolutions.
17. Preside over the Annual Meeting General Session and the Annual Business Meeting.
18. Ensure that proposed Bylaws changes and biographies of Officers and Board of Directors nominees are published in the Newsletter at least thirty (30) days prior to the Annual Meeting.

19. Publish the list of Committee Chairs and committee members in the first newsletter following the Annual Meeting.
20. Delegate and empower the Secretary to solicit written reports from Committee Chairs and Special Representatives about five (5) weeks prior to the mid-year and summer Board meetings in time to compile Board Books.
21. Request the Secretary send Board Books to Board members prior to Board meetings whenever possible.
22. Write articles for the newsletters to report information of interest to Society members.
23. The President may use all, or part, of the budgeted discretionary expenses set by the Board of Directors for costs incurred in preparation for, or at, the Annual Meeting and for approved support of travel associated with the business of APMS.
24. MC the Annual Meeting Awards function covering the following items:
  - a. Acknowledge the efforts of the Meeting Planning Committee.
  - b. Acknowledge all Past Presidents in attendance.
  - c. Present plaques/certificates of appreciation to outgoing Board members (Officers and Directors).
  - d. Introduce newly elected Board members and Officers.
  - e. Recognize all Honorary Members in attendance
  - f. Introduce Exhibits Committee Chair for presentation of exhibitor's award.
  - g. Introduce Student Affairs Committee Chair for student paper contest awards.
  - h. Present the President's Award, T. Wayne Miller Distinguished Service Award, Max McCowen Friendship Award, and all other awards (where applicable).
25. Ensure that a representative of the Aquatic Plant Management Society attends the Weed Science Society of America (WSSA) breakfast meeting of Presidents from WSSA affiliates.
26. As designated by the WSSA, serve as an ex officio member of the WSSA Science Policy Committee.
27. Forward President's files to the newly elected President within one (1) month of leaving office.
28. Work with the Treasurer to approve travel reimbursement requests from Officers and Directors, or invited Committee Chairs or Special Representatives, to attend board meetings.

### **President-Elect**

1. Perform the duties and exercise the powers of the President in the absence or disability of the President; or in case of a vacancy in the office of President.
2. Perform duties assigned by the President, or the Board of Directors.
3. Serve as Chair of the Program Committee with the following responsibilities:
  - a. Develop the focus, objectives and/or theme for the Annual Meeting program.

- b. Arrange for keynote speaker and other guest speakers.
  - c. Keep the expenditures for stipends needed for key speakers' expenses within the \$4,000 allowance for this purpose (2011 allotment).
  - d. Coordinate with the Secretary, Treasurer, and the Meeting Planning Committee, to ensure all program needs are met; i.e. speaker rooms, visual aids equipment, audio equipment, poster session space and easels, etc.
  - e. Provide the Secretary with a "First Call for Papers" form to be published in the second newsletter following the Annual Meeting.
  - f. Coordinate with the Student Affairs Committee Chair to ensure sufficient speaker slots are available early in the meeting for student papers to allow time for judging decisions. Also ensure student presentations are designated as such within the program.
  - g. Provide the Secretary and Website Committee Chair with a preliminary draft program in ample time for printing in the spring newsletter and a final version in time for printing prior the Annual Meeting.
  - h. Provide the Secretary with a compilation of electronic copies of paper and poster abstracts coinciding with the meeting format in time for printing prior to the Annual Meeting.
  - i. Select session moderators and provide them with appropriate instructions regarding time limits, speaker introduction materials, etc.
  - j. Propose joint meetings and/or symposia whenever appropriate.
4. Forward the President-Elect files to the new President-Elect within one (1) month of leaving office.

### **Vice President**

- 1. Exercise the powers and perform the duties of the President-Elect in the absence or disability of the President-Elect.
- 2. Perform duties assigned by the President or the Board of Directors.
- 3. Assist the President-Elect with program development and implementation.
- 4. Serve as a member of the Membership Committee and the Strategic Planning Committee.
- 5. Strive to determine Society member interests and concerns.
- 6. Take the lead for APMS in conjunction with the APMS Chapters (when applicable) to handle responsibilities associated with the APMS Graduate Student Research Grant to include but not be limited to:
  - a. Solicit APMS Chapters (and other potential sources) for funding.
  - b. Administer all aspects of this currently every other year award (depending upon the year and status) including an announcement of its anticipated availability and qualifications (via newsletters, websites, etc.), set proposal deadlines (follow suggested timeline in Chapter IV, Section E), collect and review submissions in conjunction with an ad hoc review committee mutually agreed upon between APMS, APMS Chapter representatives, and other entities that have contributed funds to the Grant.

- c. Secure the assistance of the Finance Committee to help with solicitation of donations within and outside of the Society.
  - d. Update Chapter IV, Section E of the Operating Manual as necessary to reflect current information.
7. Support Regional APMS Chapters by:
- a. Serving as Chair of the Regional Chapters Committee (see duties).
  - b. Initiate collaborative efforts in advancing Society goals through Regional APMS Chapters.

### **Secretary**

1. Prepare and keep full and correct minutes of all meetings of the Society and Board of Directors.
2. Maintain complete Society membership records. Board of Directors approval is required for release of Society records to persons or organizations outside the APMS.
3. Prepare and distribute meeting notifications.
4. At the direction of the Board of Directors, serve as an alternate for access to Society bank accounts and co-signing of checks.
5. Ensure that the Society newsletter is assembled, published, and distributed at least three (3) times a year at times appropriate for the effective promotion of Society activities and objectives.
6. Conduct such correspondence for the Society as is appropriate for Secretaries of this type organization.
7. Maintain a calendar of events for the Society.
8. Assist the President by keeping the Board of Directors advised on significant activities of the Society.
9. Receive and fill orders for publications.
10. Provide mailing lists / labels as needed for Society business.
11. Conduct timely Society communications to promote membership participation in all events promoted by the Society.
12. Arrange for the final publishing of the Annual Meeting Program and Abstracts as provided by the Program Committee Chair.
13. Make provision for registration at the annual meetings.
14. Serve as Archivist of the Society and carry out the following:
  - a. Accumulate new documents as they appear, catalog them, and periodically forward them to archives location at the storage location designated by the Board of Directors.
  - b. Establish guidelines and procedures for the deposition of Society records into the archives as appropriate.
  - c. Oversee the use of the archives by APMS members and by the general public.

16. Serve as an ex officio member of the Membership Committee and maintain a current (paid) membership mailing list in conjunction with dues payment verification by the Treasurer.
17. Submit a proposed annual budget request to the Finance Committee for incorporation into the Society budget for approval by the Board of Directors.

### **Treasurer**

1. Secure or maintain for the Society's Officers and Directors a good and sufficient surety bond in an amount not less than the total assets of the Society.
2. Collect and receipt all dues, assessments, and other income.
3. Deposit promptly all funds of the Society in such depository as shall be approved and designated by the Board of Directors. (Banking accounts currently held at The State Bank (175 N. Leroy Street), Fenton, Michigan)
4. Issue checks for payment of Society obligations as are necessary and approved incidental to the operation of the Society. All payments require approval by the APMS President or Past President if so appointed.
5. Prepare financial statements which accurately and clearly reflect the financial status of the Society for study by the Finance Committee prior to Board meetings, and for reporting to the membership at the Annual Meeting.
6. Provide for an annual audit of Society financial records by a Certified Public Accountant (Currently, Winston, Williams, Creech, Evans and Company, LLP, Oxford, NC).
7. File annual income tax returns with assistance by a Certified Public Accountant.
8. Provide documents to the Finance Committee Chair for annual internal audit.
9. Maintain Society "incorporation" status.
10. Perform such duties as are usually incident to the Office of Treasurer and as may be assigned by the Board of Directors.
11. In conjunction with duties and participation on the Finance Committee, prepare an annual budget for approval by the Board of Directors at the mid-year Board meeting.
12. Arrange for the President and the Secretary, if required, to be designated as legal alternates for access to Society bank accounts in the event of incapacitation of the Treasurer.
13. Immediately notify the Secretary of any changes in membership status, and in conjunction with the Secretary prepare and deliver Society dues notices by January 31<sup>st</sup> of each year.
14. Maintain complete, accurate financial records at all times.
15. Manage savings certificates and other financial resources of the Society to the best advantage of the Society with advisement from the Finance Committee.
16. Maintain records of property owned by the Society; e.g., back issues of publications, equipment, etc.
17. Serve as a member of the Strategic Planning Committee.

18. Maintain Officer, Director, and general liability insurance (Currently with Brown and Brown Insurance, Rep. Sue Kimmerling, 1190 Torrey Road, Fenton, MI 48430; 810-714-4603).
19. Work with the President to approve travel reimbursement requests from Officers and Directors, or invited Committee Chairs or Special Representatives, to attend board meetings.
20. Track travel expenses for Board members to attend meetings as part of the Treasurer's report at the annual and mid-year meetings.

### **Immediate Past President**

1. Serve as an advisor to the President.
2. Serve as Chair of the Nominating Committee.
3. Serve as Chair of the Past Presidents' Advisory Committee.
4. Serve as Chair of the Proposal Review Committee (per Board approved motion at the July 16, 2017 BOD meeting)
5. Serve as a member of the Strategic Planning Committee.
6. Review and make revision recommendations as deemed necessary for the APMS Operating Manual in compliance with the current Bylaws and policy decisions of the Board.
7. Make recommendations to the Bylaws and Resolutions Committee of proposed changes in operations of the Society requiring Bylaws changes.
8. Examine the aims, purposes, and goals of the Society to ascertain their relevance. If deemed important, make recommendations to the Strategic Planning Committee regarding implementation, increased concentration, or changes in aims, purposes, and/or goals of the Society.
9. Assist the Secretary with maintaining up-to-date addresses for all Past Presidents.
10. Arrange the Past Presidents' luncheon at the APMS Annual Meeting. Prepare a luncheon agenda and/or discussion items to encourage continued Past President involvement in the Society and to promote fellowship.
11. As designated by WSSA, serve as a member of the WSSA Nominating Committee.
12. Perform other duties delegated by the President or the Board of Directors.

### **Editor**

1. Serve as Editor for the *Journal of Aquatic Plant Management* (JAPM) and carry out the following:
  - a. Publish the Journal twice a year; January and July.
  - b. Receive manuscripts (solicited and unsolicited) from contributors.
  - c. Notify contributing authors of receipt of manuscript(s) and send to at least two (2) independent peer reviewers who are recognized authorities in their respective fields, or send to Associate Editor(s) for handling through the review stage.

- d. Consider recommendation of reviewers, resolve different opinions, notify authors of requirements for continued publication considerations, and work with authors until the manuscript is ready for publication.
  - e. Provide the printer with an original, corrected manuscript for production of galley proofs.
  - f. Send galley proofs to author(s) for final checking along with reprint ordering information.
  - g. Send corrected proofs to the printer along with reprint order.
  - h. Review page proofs prior to printing of each Journal issue.
  - i. Secure envelopes and mailing labels from the Secretary for use by the printer for mailing the Journal and reprint orders.
  - j. Send invoices to authors for reimbursement for reprints and page charges covering approximately one-half the cost of the printing charges unless otherwise recommended by the Editor and approved by the Board.
2. (May) request a personal stipend requiring approval from the Board of Directors. As a guideline, the 2010-2011 approved stipend was \$4,000.
    - a. As incentive to retain the Editor after the first term, the Board may increase the stipend to \$6,000 per year to award exemplary performance and on-time journal production.
  3. Recommend any changes in charges for library subscriptions to the Board for approval as may be deemed necessary to cover costs.
  4. Ensure the printer provides an electronic copy of the Journal.
  5. Publish and distribute other scientific publications of the Society.
  6. Appoint, as deemed necessary, Associate Editor(s), who will serve on the Publications Committee to assist the Editor with the publication of the Journal by performing the following type of activities:
    - a. Solicit manuscripts for the Journal.
    - b. Conduct reviews as assigned by the Editor.
    - c. Furnish the Editor lists of reviewers used by the Associate Editor(s) in the review of manuscripts.
    - d. Become familiar with the procedures for publishing the Journal in order to continue the timely publication in case the Editor cannot discharge those duties.

As the Editor approaches the completion of the term(s) of service, he/she should consider and recommend to the Nominating Committee an Associate Editor as successor to the position. The Editor should work with that individual to make sure they can step in and serve as Editor upon election.
  8. The Editor, along with the Associate Editor(s) shall confer the Outstanding JAPM Article Award in accordance with procedures and criteria defined in Chapter IV, Section A of this Operating Manual. Such action requires a majority approval of the Board.

## **Directors**



1. Shall serve a three-year term on the Board of Directors (with the exception of the Student Director which shall be a one (1) year renewable term).
2. Shall assist in administering the affairs of the Society.
3. Shall attend all Board of Directors meetings during their term.

### **Board of Directors**

#### **APMS Board Member Guidelines**

1. The APMS Board of Directors shall be made up of academic, government, industry, and private business personnel. Regional considerations should be evaluated to include a diverse group of individuals to adequately cover an individual's regional location and employment. APMS Board members should be limited to no more than two (2) members at any time from the same business entity, university, or government agency. Manage the affairs of the Society and develop the policies and general programs.
2. Have full power of the Society in all matters demanding action between meetings.
3. Provide rules and regulations for the conduct of the affairs of this Society which are consistent with the provisions set forth in the Bylaws.
4. Submit for approval by the membership of the Society a report of all actions taken by the Board under the authority of the Bylaws.
5. Fill any vacancies among the Officers of the Society including membership of the Board of Directors in accordance with Bylaws provisions.
6. Prescribe the duties of the Officers not prescribed in the Bylaws or this Operating Manual.
7. Ensure the existence of a current surety bond in an amount not less than the total assets of the Society covering all Officers and Directors.
8. Secure and present reports from Standing Committees and Officers as necessary.
9. Complement the work of the officers of the Society as needed and requested.

## **CHAPTER II - DUTIES OF COMMITTEES**

Chairs of all Standing Committees are responsible for: 1) submitting written reports for the Board of Directors meetings in accordance with the Secretary's requested schedule, and; 2) providing an oral report on Committee activities during the Annual Business Meeting.

### **Awards Committee**

1. Be comprised of not less than three (3) voting members of the Society.
2. Prior to the Annual Meeting, the Chair shall solicit through the Newsletter and Website or shall make recommendations to the Board, nominations for membership awards qualifying in accordance with Chapter IV, Section A of this Operating Manual.
3. Prior to the Annual Meeting, arrange for the purchase and inscription of plaques, certificates, and other items to be presented at the Annual Meeting.
  - a. Honorary Member Award – check with the Bylaws and Resolutions Committee for candidates.
  - b. President's, T. Wayne Miller Distinguished Service, and Max McCowen Friendship Award – check with current President as to recipients, if any.
  - d. Outstanding Graduate Student Award – check with current President as to recipients, if any.
  - e. Outstanding Research and/or Technical Contributor Award – check with current President as to recipients, if any.
  - f. Outstanding International Contribution Award – check with current President as to recipients, if any.
  - g. Outstanding JAPM Article Award – check with current President or Editor as to recipients, if any.
  - h. Student Presentation Awards – coordinate with Student Affairs Committee.
  - i. Exhibitor's Excellence Award – coordinate with Exhibits Committee.
  - j. Outgoing Officers and Directors – coordinate with the Nominating Committee.
4. At the Annual Meeting, coordinate participation, qualifications, criteria and student panel judge selection for the (non-student) Best Poster Award.
5. Utilize and update, as necessary, the APMS Award/Honors Procedures and Criteria found in Chapter IV, Section A of this Operating Manual, and assist in determining copy on plaques, certificates, etc.
6. Provide the Membership Committee annual lists of Awards and Honor recipients for entry into the Society's permanent record and posting on the website. Complete biographies for newly recognized Honorary Members and ensure they are posted to the website.

### **Bylaws and Resolutions Committee**

1. Be comprised of not less than five (5) voting members of the Society.
2. Consider all resolutions and Bylaws changes and present worthy suggestions to the Society in a form appropriate for adoption consideration.
3. Provide the Secretary with a written notice of Board approved proposed Bylaws amendments in time for publication in the Newsletter to be published at least thirty (30) days prior to the Annual Business Meeting.

4. Present for consideration by the Board and Society membership, all petitions with ten (10) or more signatures of voting members
5. Present proposed Bylaws amendments, as previously published, to the membership at the Annual Business Meeting as a part of the Committee report for the President to call for a vote.
6. Ensure approved Bylaws Amendments become an official part of the current Bylaws by submitting the revised document including the Amendment month and year to both the Secretary and the Website Committee Chair.
7. Notify the Chair of any Committee affected by Bylaws amendments to ensure they provide updated tasks, duties, procedures for the Operating Manual in order to comply with these changes.
8. Receive petitions for or submit on behalf of the Bylaws and Resolutions Committee recommendations for nominees for Honorary Membership as specified in Article XII of the Bylaws.
9. Provide the Awards Committee with names of approved, new Honorary Members for preparation of plaques.
10. Prepare for adoption consideration such resolutions as may be appropriate; e.g. hotel services, outstanding service by members or non-members, local arrangements, etc.
11. The Chair of this Committee shall serve as a member of the Strategic Planning Committee.

### **Education and Outreach Committee**

1. Be comprised of no less than five (5) members, one of whom shall be the Chair of the Student Affairs Committee.
2. The Chair of this Committee shall serve as a member of the Strategic Planning Committee.
3. Identify specific educational needs appropriate for APMS sponsorship.
4. Solicit assistance and form sub-committees to deal with the identified educational needs and issues.
5. Assist the APMS in the coordination, development, and production of society-sponsored educational materials and programs.
6. Develop a social media strategy that includes an analysis of social media channels that are most appropriate to APMS.
7. Prepare and address funding strategies and budgetary needs at the Board of Directors Meeting.
8. Maintain the APMS Website and coordinate all structural modifications therein.
9. Approve all postings on the website.
10. Maintain a current copy of the Bylaws and the Operating Manual as provided by the respective responsible Committee(s).
11. Post all Annual Meeting announcements as soon as available prior to the meeting date and update appropriately as it approaches.

12. Post JAPM information and appropriate technical information with regular updates.
13. Update membership listings at least annually coordinating with the Secretary and the Treasurer to ensure accuracy.
14. Maintain a listing of Honorary Members and other Award Recipients (current and historical) within a designated roster. Biographies are to be completed and provided by the Awards Committee upon recognition.
15. Ensure all links to regional chapter websites are accurate and consistent.
16. Maintain highly visible social media buttons on the APMS landing page.
17. Update Board-approved links at least annually.
18. Provide the Board with detailed website analytics when requested.
19. Forward correspondence received on the site from the Webmaster to the Secretary in a timely manner for response.
20. Secure the services of a Webmaster, if needed, and provide budgetary information for such services to the Treasurer for Board approval.

### **Exhibits Committee**

1. Provide an exhibit fee schedule recommendation to the Board of Directors specifying what is included and excluded from the fees (e.g., delegate registration, discounts for members, space allotments, electricity, etc.).
  - a. Prepare sign-up forms with Hold Harmless Disclaimer to accompany payment.
  - b. Obtain from the Meeting Planning Committee and/or the Meeting Planner, a floor plan indicating area, layout, accessibility, electrical service, etc., at the facility to determine maximum exhibit spaces.
2. Solicit potential exhibitors in sufficient time to secure their commitment to display exhibits for the Annual Meeting of the Society. Exhibit space will be allotted on a first come first served basis based upon receipt of signed forms and payment.
3. Coordinate all activities and requirements through the Meeting Planner; the Meeting Planner is the primary point of contact with hotel management and staff.
4. Coordinate with exhibitors over their booth requirements prior approval from the Exhibits Committee Chair.
5. Provide an option on the Exhibitors' form for Board approved non-profit organizations to exhibit at no charge providing suitable space is available after accommodating all paid commercial exhibitors.
6. Ensure that Exhibitor support is recognized at the Annual Meeting and sufficient time allotted on the Program to allow delegates to visit exhibits.

### **Finance Committee**

1. Be comprised of not less than four (4) voting members of the Society, one of whom shall be the APMS Treasurer, and one of whom shall be the Chair of the Student Affairs Committee.

2. Review the Society records at the close of each fiscal year prior to the mid-year Board meeting and the official annual audit.
3. The Finance Committee Chair will conduct an internal audit of the Society's financial records near the time of the Annual Meeting and report the results of this audit to the Board of Directors at the post-conference Board meeting (IRS requirement).
4. The Finance Committee Chair will consult with the Treasurer on all investment strategies, including any necessary changes to current investments to keep the Society in good financial standing and aligned with Society objectives. The return on investments and any significant changes in the investments should be reported at each Board of Directors meetings. (APMS investments and banking currently held at The State Bank, 175 N. Leroy Street, Fenton, Michigan, with assistance of Mr. Dennis E. Leyder, President of Wealth Management)
5. Prepare a report detailing the financial condition of the Society for the mid-year meeting of the Board of Directors.
6. Prepare an annual budget for consideration and approval by the Board of Directors at their mid-year meeting.
7. Assist the Treasurer with establishing, implementing, and maintaining accurate Society financial records.
8. Assist the Treasurer in producing timely, accurate, easy-to-understand financial reports for the Board of Directors and membership.
9. Prepare a Financial Planning Policy to be included in Chapter IV, Section F of this Operating Manual, and update as economic conditions warrant.
10. Serve the Treasurer and Society in an advisory role with all matters pertaining to finances.
11. Review APMS contracts on an annual basis and report to the Board of Directors as to status.
12. In conjunction with the Student Affairs Committee, coordinate fund raising activities for the Society's Scholastic Endowment Fund.
13. Assist the Vice President, as requested and when applicable, in the solicitation of funding and the administration of the Michael D. Netherland Graduate Student Research Grant.

### **Meeting Planning Committee**

1. Shall be comprised of at least three (3) voting members and shall include someone familiar and close to the region where the next meeting site is to be selected.
2. Solicit suggestions for meeting sites.
3. Direct the Meeting Planner to contact visitor and convention bureaus at candidate locations to obtain information useful for the site selection process.
4. Suggest three (3) candidate meeting sites utilizing the services of a Meeting Planner to secure associated costs for consideration by the Board of Directors including locations, facilities, approximate room and function costs.
5. Coordinate with the Meeting Planner in preparing the logistical aspects of the Annual Meeting.

6. Provide the Board of Directors with timely information useful in planning for the Annual Meeting.
7. Coordinate with the Meeting Planner all activities "outside" the hotel complex; e.g., the Tuesday night award function, tours, guest program, etc.
8. Solicit and secure donations/sponsorships for meeting functions from vendors, and other potential donors.
9. Assist in securing transportation for activities requiring this service.
10. Inform the Program Committee Chair of individuals who are potential meeting participants.
11. Provide the Secretary and the Website Committee with literature and contact information about local areas of potential interest to members attending the Annual Meeting (i.e., information about restaurants, scenic attractions, city maps, camping areas, etc.) for inclusion in the newsletter and on the website.
12. Suggest appropriate "local" speakers.
13. Coordinate its efforts with the Program Committee Chair.

### **Membership Committee**

1. Be comprised of not less than five (5) voting members of APMS. Committee membership includes the Chair of the Student Affairs Committee and should include participation from the Regional Chapter members. The Secretary and Vice President will serve in an ex officio capacity.
2. Promote membership in APMS through the Regional APMS Chapters.
3. Investigate ways of increasing membership in APMS through other means and groups; e.g., WSSA, NALMS, international groups, etc.
4. Provide member information to the Awards Committee, as may be needed for inscriptions of plaques and certificates.
5. Inform the Society and assemble information on deceased members of the Society or others who have contributed significantly to the science of aquatic plant management.
6. Prepare letters of condolence for the President's signature to be sent to bereaved families of deceased members.
7. This Committee shall be responsible for retaining an official running list of Awards/Honors Recipients as provided annually by the Awards Committee. They will in turn provide the updated listing to the Website Committee Chair for posting on the website.

### **Nominating Committee**

1. Be composed of not less than five (5) voting members to be chaired by the Immediate Past President.
2. Be composed of members that have not served on this committee for more than two successive years or have had a break in membership on the committee of at least two years.
3. The Nominating Committee should intentionally consider regional chapter representation when developing a candidate slate.

4. Determine that potential nominees meet the criteria, as described in the bylaws: “No member shall be eligible for office who is not a current member in good standing, including Student Directors. Preference for Officers will be given to those members who have been voting members of the Society and/or members who have served the Society for the immediate past three (3) consecutive years..
5. Determine that the prospective nominee is willing to serve if elected.
6. Present a slate of nominees to the Board of Directors for approval at the mid-year Board Meeting.
7. Following Board approval, recommend to the Society (typically a newsletter article) at least thirty (30) days prior to the Annual Business Meeting, a slate of candidates for election to the several offices as follows:
  - a. Two (2) members for 3-year terms on the Board of Directors.
  - b. A Vice President for a 4-year term; one year as Vice President, and succeeding years as President-Elect, President, and Immediate Past President.
  - c. An Editor every three (3) years to serve a 3-year term.
  - d. A Treasurer every three (3) years to serve a 3-year term.
  - e. A Secretary every three (3) years to serve a 3-year term.
6. Prior to the Annual Meeting, secure the name of a qualifying student member nominee for Student Director to serve a one-year renewable term chosen by the Student Affairs Committee.
7. Prepare ballots and establish election procedures. For offices which have a floor nomination, provide ballot sheets at the registration desk immediately after the Annual Business Meeting. Members are checked for eligibility before receiving a ballot and return completed ballots to the registration desk. Members are allowed until the end of the last session of that day to vote. The Nominating Committee Chair is responsible for the collection and counting of ballots.
8. Prior to the Annual Meeting, provide a list of outgoing Officers and Directors to the Awards Committee for preparation of plaques/certificates of appreciation.

#### **Past Presidents Advisory Committee**

1. Be comprised of all Past Presidents of the Society who are members in good standing.
2. Be chaired by the Immediate Past President.
3. Examine the goals and aims of the Society from time to time; and make recommendations to the Board as deemed expedient.
4. Annually review and suggest changes to the Operating Manual and the Strategic Plan as may be appropriate to maintain consistency with the Bylaws or procedural decisions of the Board.
5. Develop policy statements related to pertinent issues concerning aquatic plant management.
6. Provide wise counsel to the Board and Society.

### **Program Committee**

1. Consist of the members of the Board of Directors.
2. Be chaired by the President-Elect.
3. Develop the Program for the Annual Meeting of the Society.
4. Invite keynote speakers with expertise in the theme area wherein feasible.
5. Work within the established expense guideline (\$4,000) for paying stipends and expenses for outside invited speakers.
6. Work closely with the Meeting Planning Committee to arrange supplemental field trips relating to aquatic plant management wherein feasible.
7. Arrange for the Program to conform to the time schedule and schedule papers to fit subject area.
8. Coordinate arrangements for audio and visual aid equipment with the Meeting Planning Committee and the Meeting Planner.

### **Proposal Review Committee**

1. Be comprised of five members, consisting of the Immediate Past President, President-Elect, Treasurer, one Director, and one member-at-large. The committee will be chaired by the Immediate Past President, who will appoint the Director and the member-at-large.
2. This Committee shall be responsible for reviewing and making recommendations to the Board for all externally (i.e., no parent committee) submitted funding requests/proposals to the Society, regardless of the funding amount, excluding proposals for the Society's Graduate Student Research Grant.
  - a) Proposals for less than \$5,000 from standing and ad hoc committees can be considered directly by the Board of Directors.
  - b) Funding recommendations and requests from Special Representatives must also be directed to the Proposal Review Committee for consideration.
3. Proposals must be submitted to APMS on the Proposal Submittal Form in Section G of the Operating Manual. These requests should be referred to the Proposal Review Committee at least four weeks before the next Board of Directors meeting.
4. Upon review of the proposals, the committee will provide a written recommendation with justification to the board for final decision before the next meeting of the Board of Directors.
5. The Proposal Review Committee may confer in person, by conference call, or by email communication as deemed appropriate by the Chair. Notwithstanding the mode of communication, the discussion of proposals should endeavor to follow Roberts Rules of Order and operations standards of the Society.

### **Regional Chapters Committee**



1. Be composed of at least one representative from each of the recognized regional chapters and will include the Vice-President of the Society.
2. Evaluate interest in new regional chapter formation in various geographic areas and report the findings to the Board.
3. Provide guidance and service to groups interested in forming new regional chapters.
4. Evaluate requests by regional chapters for recognized affiliation with the APMS according to the following criteria and make recommendations to the Board concerning such requests.
  - a. No other APMS-recognized regional chapter is currently in a position to serve the APMS mission in the geographic area covered by the proposed new chapter.
  - b. The mission statement, ideals, and goals of the proposed new chapter must be compatible with those of the APMS.
  - c. The proposed new chapter must establish governing bylaws.
  - d. The proposed new chapter must request official recognition via the APMS Regional Chapters Committee; and upon the committee's recommendation, the subject of the request must be approved by the APMS Board of Directors.
  - e. In cases where conflict of interest between a proposed new chapter and an existing chapter(s) arises, the APMS Board of Directors will adjudicate based upon petitions of the opposing chapters.
5. Encourage regional chapter participation in the affairs of the Society including coordinating chapter representatives to present status reports as part of the Program at the Annual Meeting.
6. Encourage communication and the exchange of information among regional chapters and the APMS via Newsletters, etc.
7. Provide updated directories of regional chapter Board of Directors to the President, Secretary, and the Editor of the JAPM; and to each regional chapter.
8. Arrange for a regional chapters meeting, and prepare an agenda and discussion items at each APMS Annual Meeting for the purpose of encouraging regional chapter contact and fellowship.
9. Encourage cooperation in activities which mutually benefit the APMS and the regional chapters such as: membership, education, outreach, scholarships, publicity, and legislative affairs.
10. Assist the Vice President in matters of regional chapter liaison and advancement of Society goals.
11. Consider Regional Chapter request for holding joint annual meetings. For joint meetings with Regional Chapters, APMS provides a payment to the host chapter of \$2,500. In addition, APMS will reimburse the host Chapter \$60 per full registration and \$30 for single day registrations for those that are members in good standing with the host Chapter. The host chapter should provide assistance at the registration desk for the duration of the conference and assist the Program Chair.

### **Strategic Planning Committee**

1. Shall consist of no fewer than nine (9) members including the Immediate Past President, the Vice President, Treasurer; the following Committee Chairs: Bylaws and Resolutions, Education and Outreach and Student Affairs; a member of the Publications Committee; plus at least two (2) members-at-large selected for their long-standing support and/or historical perspective of the Society.
2. Purpose is to clarify the future focus of the Society by providing a framework for decision-making and recommending realignment of resources and establishment of priorities, as needed, in a practical, productive and responsive manner to meet current and future membership needs.
3. Should meet at least annually, preferably in conjunction with the mid-year Board meeting but also at the Annual Meeting, if deemed necessary.
4. Develop and update a SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis of the Society.
5. Evaluate performance of APMS as it relates to the mission statement and operations within the context of its Bylaws.
6. Poll or survey the membership on a periodic basis to assess overall performance of APMS in its key areas including but not limited to member satisfaction.
7. Annually update a list of priority goals and their status with proposed timetables for completion for presentation at the July Board of Directors Meeting and submit approved changes in the document for inclusion in Chapter IV, Section B of this Operating Manual.

### **Student Affairs Committee**

1. Be composed of no less than four (4) voting members of the Society. The Chair shall also serve as a member of the Finance Committee, Membership Committee, and the Strategic Planning Committee.
2. Make recommendations to the Board as to means of enhancing and encouraging student participation in Society functions and activities.
3. Assist the Board in setting policy concerning criteria for determining student status as related to participation in Society activities.
4. Solicit student papers and posters from various educational institutions for presentation at the APMS Annual Meeting.
5. Conduct the student paper and posters contest at annual meetings of the Society to include the arrangements for judging, prizes, etc. and update the Student Awards section of the APMS Award/Honors Procedures and Criteria found in Chapter IV, Section A of this Operating Manual as may be necessary to reflect current information.
6. Assign Exhibit Award judges (student paper and poster presenters are typically chosen as judges to encourage their involvement with the Society), assist with criteria, and present the Exhibit Award at the annual awards function.

7. Prior to the Annual Meeting, provide information to the Awards Committee as to number of student participants giving poster and paper presentations such that appropriate certificates and other awards will be procured.
8. Coordinate student contestant housing provisions with the Meeting Planning Committee and the Meeting Planner.
9. Arrange with the Meeting Planning Committee and with the students attending the Annual Meeting a time and place to hold a discussion session for the purposes of:
  - a. Obtaining and documenting candid input from students on their opinion of APMS
  - b. Securing suggestions for improvements or changes to better accommodate and involve student participation.
  - c. Selecting a nominee for APMS Student Director to serve as a voting member at the APMS Board Meetings for the up-coming year (post-conference, mid-year and Annual Meeting). The name of the nominee shall be provided to the Nominating Committee as far in advance of the Annual Business Meeting as possible. Verification of current student status and APMS Membership is required for this position. Note – the APMS will cover travel and lodging expenses for the mid-year Board Meeting and any additional required lodging day(s) at the Annual Meeting.

### **CHAPTER III - DUTIES OF SPECIAL REPRESENTATIVES**

Special Representatives are responsible for: 1) submitting written reports for the Board of Directors meetings in accordance with the Secretary's requested schedule, and; 2) providing an oral report on Special Representative's activities at the Annual Business Meeting.

#### **Aquatic Ecosystem Restoration Foundation (AERF) Representative**

1. Be appointed by the President to serve renewable terms. The appointee must be a member of APMS and be a current member of the AERF Board of Directors.

2. Communicate with the APMS Vice President as a primary point of contact on matters of common benefit and concern.
3. Provide updated communication between the two organizations relating to shared areas of interest, funding, projects, and/or activities to avoid duplication of efforts or conflicts by ensuring clear understanding of their respective responsibilities on matters of mutual involvement.
4. Recommend members from the APMS for participation in AERF activities (e.g., scholarships, technical document reviews, etc.).
5. Promote good will between the APMS and AERF.

#### **Council for Agricultural Science and Technology (CAST) Representative**

1. Be appointed by the President to serve renewable 3-year terms.
2. Attend CAST meetings to participate in the governance and guidance of CAST.
3. Represent APMS by informing CAST of problems or issues of concern to the membership of APMS.
4. Recommend members from the APMS for participation in CAST activities (e.g., task force reports, congressional testimony, etc.).
5. Keep the APMS informed of CAST activities of interest to the membership of APMS.

#### **Weed Science Society of America (WSSA) Representative**

1. Be appointed by the President to serve renewable 3-year terms.
2. Serve on the WSSA Board of Directors and represent the interest of APMS at WSSA meetings and functions.
3. Keep the APMS informed of WSSA activities of interest to the membership of APMS.
4. Recommend members from the APMS for participation in WSSA activities as deemed appropriate.
5. Promote good will between the APMS and WSSA.
6. Encourage WSSA members to join the APMS as opportunity and appropriate occasions arise.
7. As designated by WSSA, serve as the Board Liaison on the WSSA Terminology Committee and the Standardized Plant Names Subcommittee.

#### **North American Lake Management Society (NALMS) Representative**

1. Be appointed by the President to serve renewable terms.
2. Represent the interest of APMS at NALMS meetings and functions.
3. Keep the APMS informed of NALMS activities of interest to the membership of APMS.

4. Recommend members from the APMS for participation in NALMS activities as deemed appropriate.
5. Promote good will between the APMS and NALMS.
6. Encourage NALMS members to join the APMS as opportunity and appropriate occasions arise.

#### **Bass Anglers Sportsman Society (BASS) Representative**

1. Be appointed by the President to serve renewable terms.
2. Represent the interest of APMS at BASS meetings and functions.
3. Keep the APMS informed of BASS activities of interest to the membership of APMS.
4. Recommend members from the APMS for participation in BASS activities as deemed appropriate.
5. Promote good will between the APMS and BASS.
6. Encourage BASS members to join the APMS as opportunity and appropriate occasions arise.

#### **Responsible Industry for a Sound Environment (RISE) Representative**

1. Be appointed by the President to serve renewable 3-year terms.
2. Attend RISE meetings as deemed appropriate to gather information pertinent to aquatic plant management.
3. Represent APMS by informing RISE of problems or issues of concern to the membership of APMS.
4. Recommend members from the APMS for participation in RISE activities (e.g., task force reports, congressional testimony, etc.).
5. Keep the APMS informed of RISE activities of interest to the membership of APMS.

### **CHAPTER IV - GUIDELINES, POLICIES AND FORMS**

**Note:** This Chapter is reserved for insertion of documents and information pertaining to the duties and operation of the Society as may be generated by specific committees or Board actions and subject to periodic changes. Therefore, it is the responsibility of Committee Chairs and Officers to ensure these are properly updated as changes occur in policy or procedure. Sections are created in the order in which they are received, and an attempt has been made to cross-reference their existence in the appropriate procedures, duties and responsibilities above (Chapters I –III).

### **APMS Board Member Guidelines**

The APMS Board of Directors shall be made up of academic, government, industry, and private business personnel. Regional considerations should be evaluated to include a diverse group of individuals to adequately cover an individual's regional location and employment. APMS Board members should be limited to no more than two (2) members at any time from the same business entity, university, or government agency.

### **APMS Obligations and Liability with Joint Corporate Events**

The Society will not be found liable or obligated to assist entities with holding business meetings/events in conjunction before, during, or after any Society function. The entities will be solely responsible for all expenditures required to hold the event. The Society welcomes such events to be held before or after Society activities.

### **Annual Membership**

Annual APMS Membership corresponds with the conference year. Invoice notices are sent each January 1 to existing Members. Dues must be paid prior to the Annual Meeting in order to participate in the APMS Annual Business Meeting held in July. You may join at any time during the year. Members who join after August will receive Membership privileges for the remainder of that year and for the entire next year to get onto the annual Membership cycle.

### **Section A - APMS Awards/Honors Procedures and Criteria**

### **Section B - APMS 2017-2021 Strategic Plan**

### **Section C - Annual Meeting Planning Timetable**

### **Section D - Committee Chair/Member Requirements**

### **Section E - APMS Graduate Student Research Grant**

### **Section F - Travel Reimbursement**

### **Section G - Proposal Submittal Form**

### **Section H - Exhibitor and Sponsor Forms**

### **Section I - Student Presentation Competition Evaluation Forms**

## **Section A - APMS Awards/Honors Procedures and Criteria**

<b>Procedures and Criteria</b>	<b>Honorary Member</b>	<b>Max McCowen Friendship Award</b>	<b>President's Award</b>
<b>Nomination</b>	Covered in Bylaws	Any Member	President
<b>Approval Process</b>	Covered in Bylaws	Unanimous Board of Directors vote	Majority Board of Directors vote
<b>Award Frequency</b>	Discretionary	Discretionary	Discretionary
<b>Recipient Qualifications</b>			
<b>Membership</b>	Current membership not required, but 10-year minimum prior membership required. Can be awarded posthumously. Annual meeting registration fees are waived for Honorary Members and spouses, in addition to membership dues. Travel reimbursement to attend the annual meeting may be considered if integral to the Program	Yes; must be a current and active member	Member or Non-member
<b>General Criteria</b>	Covered in Bylaws	A special recognition given to a member whose demeanor and actions display sincerity and friendship in the spirit of being an ambassador for the APMS at the Annual Meeting and all related functions, professional activities, etc.	An individual, designated by the current President, who has displayed "Many Years of Dedication and Contributions to the Society and the Field of Aquatic Plant Management"
<b>Specific Criteria</b>	Covered in Bylaws	Warmth and outgoing friendship, sincerity and genuine concern, gracious hospitality, positive attitude/smile. Maximum of one nominee per Annual Meeting (not mandatory). Cannot repeat.	1. Involvement and service to the profession and society over a minimum of 10 years. 2. Significant personal contribution in time and/or resources made to the science of APM and/or the operation of the APMS. 3. Expected on-going involvement and commitment.
<b>Award/Honor Inscription and Format</b>	Plaque and privileges provided under the Bylaws. Citation to be determined by Awards Committee	Originally an inscribed vase with fresh flowers but since has changed to a plaque with Citation to be determined by Awards Committee; include date and place with citation.	Plaque entitled "Presidents Award in Appreciation to: (Name) for Many Years of Dedication and Contributions to the Society and the Field of Aquatic Plant Management", Date and Place

Procedures and Criteria	T. Wayne Miller Distinguished Service Award	Student Presentation Awards	Best Poster Award (non-student)
<b>Nomination</b>	Any Member	Oral presentation and poster accepted by Program Committee	Submission accepted by Program Chair
<b>Approval Process</b>	Majority Board of Directors vote	Judging criteria set by Student Affairs Committee	Judging by assigned students
<b>Award Frequency</b>	Discretionary	Once per year at Annual Meeting	Once per year at Annual Meeting
<b>Recipient Qualifications</b>			
<b>Membership</b>	Member or Non-member	Not required but encouraged	Not required but encouraged
<b>General Criteria</b>	An individual recognized for "Service to the Society and the Profession"	Student must be enrolled in an accredited college or university and actively engaged in undergraduate or graduate studies related to some aspect of aquatic plant management	Poster may be hard copy or an e-poster; contest open to non-student conference delegates only. Poster must be relevant to aquatic plant management
<b>Specific Criteria</b>	1. Successful completion of a relatively short-term project(s) taking considerable time, strategy and effort resulting in advancement of the science, educational outreach, and/or the APMS; 2. Performance above and beyond the call of duty as an officer, chair, or special representative of the APMS; or 3. Non-member achievement in the science of aquatic plant management and/or participation in the APMS leading to the advancement of its members, goals and objectives. Award under these criteria need not be limited to an individual, but may be used for agencies, corporations, institutions, or other organizations in recognition	Judges are selected by the Student Affairs Committee at the Annual Meeting (no less than 3) and provided with forms to judge content and delivery/presentation. Awards will be presented separately for both Oral and Poster Categories for 1st, 2nd and 3rd Places. An individual student can win a 1st Place award only once during their course of study (e.g., Masters or Doctoral program).	Student judges are selected by the Student Affairs Committee and provided with rating criteria to determine a single "Best Poster" winner.
<b>Award/Honor Inscription and Format</b>	Plaque entitled: "T. Wayne Miller Distinguished Service Award in Recognition of (Name) for . . . Customized language . . . to be determined by President and provided to Awards Committee; Date and Place	Award Amounts (approved 2006)  1st Place = \$300 2nd Place = \$200 3rd Place = \$100	Award Amount (approved 2005) Best Poster = \$100 (check)



Procedures and Criteria	Exhibitors Excellence Award	Outstanding JAPM Article Award	Outstanding Graduate Student Award
<b>Nomination</b>	Current Exhibitor at Annual Meeting	Any Member	Any Member
<b>Approval Process</b>	Judges selected by Exhibits Committee	Majority Board of Director vote	Majority Board of Directors vote
<b>Award Frequency</b>	Once per year at Annual Meeting	Discretionary	Discretionary
<b>Recipient Qualifications</b>			
<b>Membership</b>	Not required but encouraged	Member or Non-member	Not required but encouraged
<b>General Criteria</b>	Current paid exhibitor fees; meet space allocation limitations	An author and co-author(s) recognized for research published in the JAPM that is unique and will further science	A graduate student recognized for outstanding achievement during graduate studies in the field of aquatic plant management.
<b>Specific Criteria</b>	Judges (typically students) are selected by the Exhibits Committee (no less than 3) and provided with forms to judge criteria including exhibit staffing, graphics, information presentation, key message delivery on products or services, etc.	1. The award will be determined by the Editor and Associate Editors 2. The individual(s) will be chosen from journal articles from the previous year. 3. Any member may recommend an article to any Editor for nomination.	1. Student must be enrolled in an accredited college or university and actively engaged in graduate studies related to some aspect of aquatic plant management. 2. An individual student can win award more than once, but only if being recognized for significantly different projects or contributions.
<b>Award/Honor Inscription and Format</b>	Plaque entitled "Exhibitors Excellence Award" with APMS logo; Date and Place	Plaque entitled: Outstanding Journal of Aquatic Plant Management Award in Recognition of ( <u>Name</u> ) for...Customized language... (Citation to be determined by Awards Committee); Date and Place	Plaque entitled: Outstanding Graduate Student Award in Recognition of ( <u>Name</u> ) for... Customized language... (Citation to be determined by Awards Committee); Date and Place

<b>Procedures and Criteria</b>	<b>Outstanding Research and/or Technical Contributor Award</b>	<b>Outstanding International Contribution Award</b>
<b>Nomination</b>	Any Member	Any Member
<b>Approval Process</b>	Majority Board of Directors vote	Majority Board of Directors vote
<b>Award Frequency</b>	Discretionary	Discretionary
<b>Recipient Qualifications</b>		
<b>Membership</b>	Member or Non-member	Member or Non-member
<b>General Criteria</b>	An individual recognized for a research project or technical contribution related to aquatic plant management that constitutes a significant advancement to the field.	An individual recognized for research and/or outreach activities that are international in nature.
<b>Specific Criteria</b>	1. Successful completion of research project or technical contribution with a substantial impact on the field of aquatic plant management. 2. Award need not be limited to an individual, but may be used for agencies, corporations, institutions or other organizations.	1. Completion of a research project or outreach mission involving multiple countries, international cooperation, or taking place in an underserved location. 2. Award need not be limited to an individual, but may be used for agencies, corporations, institutions or other organizations.
<b>Award/Honor Inscription and Format</b>	Plaque entitled: Outstanding ( <u>Research</u> OR <u>Technical</u> ) Contributor Award in Recognition of ( <u>Name</u> ) for...Customized language... (Citation to be determined by Awards Committee); Date and Place	Plaque entitled: Outstanding International Contributor Award in recognition of ( <u>Name</u> ) for... Customized language... (Citation to be determined by Awards Committee); Date and Place

## **Section B – Aquatic Plant Management Society (APMS) 2017-2021 Strategic Plan<sup>1</sup>**

### **Vision**

*The vision of APMS is to be the leading international organization for scientific information on aquatic plant and algae management.*

### **Mission**

*The mission of APMS is to provide a forum for the discovery and dissemination of scientific information that advances aquatic plant and algae management policy and practice.*

### **Strategic Goals**

**Goal 1: Develop and adhere to a comprehensive financial management plan that aligns with the APMS mission.**

*Key Outcome: APMS will have the financial resources to support and sustain ongoing programs and new initiatives for advancing the society.*

#### **Action Steps:**

1. Create a two-year reserve account of dedicated funds to be used only for emergency support if the annual meeting is cancelled or must be relocated.
2. Decide the dollar amount to be held in the reserve account.
3. Cycle through the currently authorized Graduate Student Research Grant (GSRG) and reevaluate the APMS budget before approving an additional grant award.
4. Create a stand-alone GSRG foundation/trust to fund a sustainable GSRG program.

#### **Measures of Success:**

- Balanced budget for annual expenses
- \$400-500K in a GRSR endowment
- \$120,000 held in an emergency reserve account
- Adequate remaining balance available for discretionary programs

#### **Leadership Team:**

Team Co-Leaders – Jeff Schardt and Jeremy Slade

#### **Feedback Loop:**

The leadership team will provide a written implementation progress report at the 2018 mid-year board meeting and the annual conference. Implementation concerns, needs, and challenges will be included in these reports. The financial management plan should be completed and in action by no later than the July 2018 annual meeting.

#### **Budget Needed:**

To be determined and voted upon by the Board of Directors

<sup>1</sup>Approved by the APMS Board of Directors on May 17, 2017

## **Goal 2: Design and implement a broad marketing and outreach plan.**

*Key Outcome: APMS and its programs and impacts will be valued and well known by scientists, agency leaders, policymakers, applicators, and the general public.*

### Action Steps:

1. Form a five-member ad hoc committee charged with developing and overseeing implementation of the marketing plan.
2. Develop a Request for Proposals for developing the marketing plan.
3. Consider the feasibility of hiring a professional firm that offers a cost-effective approach for outreach.
4. Define the target audiences for the marketing and outreach plan, including regional chapter members, state resource agencies, students, reservoir operators, lake associations, government agencies, and universities.
5. Define and promote the APMS brand and its features and benefits. Consider developing a video to post on YouTube.
6. Develop two annual issue case studies or review papers that highlight the APMS brand. Provide an honorarium for the selected authors.
7. Design and implement a social media campaign. Consider appointing a paid social media leader under the Education and Outreach Committee.
8. Post highlights of every journal article on social media.

### Measures of Success:

- A minimum of 1 and a goal of 2 white papers published each year
- At least 1,000 social media impressions each month
- A minimum of 2 *Journal of APM* press releases each year
- Marketing and outreach plan developed and implemented
- Target audiences defined and priority ranked

### Leadership Team:

To be determined

### Feedback Loop:

The leadership team will provide a written implementation progress report at the 2018 mid-year board meeting and the annual conference. Implementation concerns, needs, and challenges will be included in these reports. The marketing and outreach plan should be completed and in action by no later than the July 2018 annual conference.

### Budget Needed:

To be determined and voted upon by the Board of Directors

### **Goal 3: Increase APMS membership and annual meeting participation.**

*APMS will be a vibrant organization for the exchange of information on aquatic plant and algae management with a membership that includes a high percentage of students, researchers, policymakers, and practitioners in the field.*

#### Action Steps:

1. Connect with regional chapters to compare membership lists and identify potential new members at both the regional and national levels.
2. Update the membership brochure to highlight APMS membership benefits for regional chapter members and members of related professional societies.
3. Offer regional members a dues discount for membership in APMS.
4. Develop a plan for offering CEUs for workshops delivered at the conference or online.
5. Continue presentations at regional meetings by the APMS president or his/her designee.
6. Encourage members of related societies (e.g., NALMS) to become active member of APMS.
7. Establish one or more positions on standing committees or the board for representatives from the Women of Aquatics organization.

#### Measures of Success by 2021:

- 20 new members who have not been regional chapter members (Alternate Language: A net increase of 10 new members annually who have not been regional chapter members)
- 50 new members who have previously been only regional chapter members (Alternate Language aligned with point above: A net increase of 10 new members annually who have previously been only regional chapter members.
- 15% growth in female membership
- 15% increase in conference attendance

#### Leadership Team:

Mark Heilman, John Madsen, Chris Mudge

#### Feedback Loop:

The leadership team will provide a written implementation progress report at the 2018 mid-year board meeting and the annual conference. Implementation concerns, needs, and challenges will be included in these reports.

#### Budget Needed:

To be determined and voted upon by the Board of Directors

**Goal 4: Enhance the society's sustainability by sponsoring student initiatives and stimulating increased job opportunities in the field.**

*Key Outcome: The flow of young scientists into the field of aquatic plant and algae management will be increased as evidenced by more student members and enhanced placement in relevant employment in the discipline.*

Action Steps:

1. Identify post-graduate opportunities.
2. Identify internships and incentives for undergraduate students.
3. Develop links between students and employers.
4. Utilize social media and the membership directory.
5. Contact faculty members who may have students interested in becoming APMS members.
6. Increase awareness of APMS in universities.
7. Contact fisheries and natural resource departments to identify potential student members.
8. Provide travel grants for undergraduate students to attend the annual meeting.

Measures of Success:

- 30% of student members continue as members after graduation
- 10 undergraduate student members
- 15% of student members become employed in the field

Leadership Team:

Brett Hartis, Ryan Thum, Sam Sardes

Feedback Loop:

The leadership team will provide a written implementation progress report at the 2018 mid-year board meeting and the annual conference. Implementation concerns, needs, and challenges will be included in these reports.

Budget Needed:

To be determined and voted upon by the Board of Directors

## **Section C – Annual Meeting Planning Timetable**

### **Annual Meeting Management Timetable**

#### **24 Months Ahead (Board of Directors Meeting)**

Select region and dates	Board of Directors
Establish meeting objectives	Program

#### **18-24 Months Ahead**

Estimate total attendance	Meeting Planning
Estimate sleeping room needs	Meeting Planning
Develop preliminary program (daily function schedule)	Program
Prepare preliminary budget	Meeting Planning
Site inspection and selection	Meeting Planning

#### **18 Months Ahead (Board of Directors Meeting)**

Present meeting sites and make recommendation to Board of Directors	Meeting Planning
Present budget to Board of Directors	Meeting Planning

#### **12-18 Months Ahead**

Negotiate terms of meeting, review and sign hotel contract, ensure it meets needs	Meeting Planning
Identify and contact potential facilities for social functions	Meeting Planning
Contact transportation services	Meeting Planning
Refine budget	Meeting Planning

#### **12 Months Ahead (Board of Directors Meeting)**

Provide signed hotel contract to Board of Directors	Meeting Planning
Provide social function plans to Board of Directors	Meeting Planning
Provide refined budget to Board of Directors	Meeting Planning
Establish registration fee	Board of Directors

#### **9-12 Months Ahead**

Begin search for keynote speaker and other guest speakers	Program
Book social functions	Meeting Planning
Book transportation	Meeting Planning
Solicit meeting sponsors	Meeting Planning
	Scholastic
Solicit prizes for fund raising activities	Endowment
Solicit exhibitors	Exhibits
Solicit student papers	Student Affairs
Provide Secretary with information of local area	Meeting Planning
Provide Secretary with a "call for papers" form	Program
Mail meeting announcement, call for papers, and pre-registration in newsletter	Secretary

#### **6-9 Months Ahead**

Review program with key people involved in meeting planning	Meeting Planning
Review program with hotel	Meeting Planning
Revise specifications with hotel as necessary	Meeting Planning

## **Annual Meeting Management Timetable**

Revise specifications for social functions as necessary	Meeting Planning
Mail final call for papers, meeting information, and pre-registration in newsletter	Secretary
<b>6 Months Ahead (Board of Directors Meeting)</b>	
Provide status of meeting arrangement	Meeting Planning
<b>3-6 Months Ahead</b>	
Have signs prepared	Meeting Planning
Mail sponsor confirmation letter and invoice	Meeting Planning
Confirm social functions	Meeting Planning
Confirm transportation	Meeting Planning
Prepare preliminary agenda	Program
Select session chairpersons, projector and lighting operators	Program
<b>2-3 Months Ahead</b>	
Mail meeting information and program/agenda in newsletter	Secretary
<b>6 Weeks Ahead</b>	
Select final food and beverage requirements	Meeting Planning
Provide hotel with meeting specifications	Meeting Planning
Final agenda	Program
Provide Meeting Planning Committee Chair with student rooming list	Student Affairs
Name tags printed	Secretary
<b>4 Weeks Ahead</b>	
Provide hotel with VIP and student (comp rooms) rooming lists	Meeting Planning
Review program with key people involved in meeting planning	Meeting Planning
Review hotel meeting/banquet event order and advise of any changes	Meeting Planning
Have registration packets prepared	Meeting Planning
Obtain all material for shipping to hotel	Meeting Planning
<b>2 Weeks Ahead</b>	
Ship material to hotel	Meeting Planning
Review program with hotel	Meeting Planning
<b>Day Prior to Meeting</b>	
Walk through the program at hotel	Meeting Planning
Review all setups, including registration area	Meeting Planning
Review VIP rooming list with front desk	Meeting Planning
Have pre-conference meeting with appropriate hotel personnel	Meeting Planning
<b>Each Day of the Meeting</b>	
Check accuracy of hotel monitor/directory	Meeting Planning
Check room setups	Meeting Planning
Check A/V equipment	Meeting Planning
Check lighting	Meeting Planning



## **Annual Meeting Management Timetable**

Check cooling/heating system	Meeting Planning
Check food and beverage setups	Meeting Planning
Review and sign event tickets	Meeting Planning
Review next day's program with hotel and make necessary changes	Meeting Planning

### **After the Meeting**

Review final bill with hotel and advise of any needed changes	Meeting Planning
Clear rooms of materials	Meeting Planning
Package and ship materials home	Meeting Planning
Send thank you letters to sponsors	Meeting Planning
Provide Meeting Planning Committee Chair with actual revenue figures	Treasurer
Revise budget with actual expenses and revenue	Meeting Planning
Get final sleeping room pickup from hotel, provide to Meeting Planning Committee Chair	Meeting Planning
Provide Meeting Planning Committee Chair with final attendance numbers	Secretary

## **Section D – Committee Chair/Member Requirements**

<b>Committee</b>	<b>Number of Members</b>	<b>Designated Chair</b>	<b>Designated Committee Members</b>	<b>Comments</b>
Awards	Comprised of at least 3 APMS members	President appointee		
Bylaws and Resolutions	Comprised of at least 5 APMS members	President appointee		
Education and Outreach	Comprised of at least 5 members	President appointee	Chair, Student Affairs	
Exhibits	Not specified	President appointee		
Finance	Comprised of at least 4 APMS members	President appointee	Treasurer	
Legislative	Comprised of at least 5 APMS members	President appointee		
Meeting Planning	Comprised of at least 3 APMS members	President appointee	Should include one member familiar with region of selected meeting site	Coordinates activities with Meeting Planner and Program Committee Chair
Membership	Comprised of at least 5 APMS members	President appointee	Chair, Student Affairs; should include members of Regional APMS Chapters	Secretary and Vice President serve as ex officio members
Nominating	Comprised of at least 5 APMS members	Immediate Past President		Committee members should not have served for more than 2 consecutive years or have had a break in membership on the committee of at least 2 years
Past Presidents Advisory	Comprised of all Past Presidents	Immediate Past President		
Program	Comprised of the members of the Board of Directors	President-Elect		Coordinates activities with the Meeting Planning Committee and the Meeting Planner
Proposal Review	Comprised of at least 5 members	Immediate Past President	President Elect, Treasurer, one Director, one member-at-large	Reviewing and recommend decision to the Board for all externally (i.e., no parent committee) submitted funding requests/proposals, regardless of the funding amount, excluding proposals for the Society's Graduate Student Research Grant. Proposals for less than \$5,000 from standing and ad hoc committees can be considered directly by the Board of Directors. Funding recommendations and requests from Special Representatives must also be directed to the Proposal Review Committee for consideration.
Publications	Comprised of at least 6 members	Editor	Associate Editor(s), Vice President	Secretary serves as ex-officio

Regional Chapters	Comprised of at least one representative from each recognized APMS Chapter	Vice President		
Scholastic Endowment	Comprised of at least 4 members	President appointee	Chair, Student Affairs	
Strategic Planning	Comprised of at least 9 members + 2 members-at-large	President appointee	Immediate Past President, President, Vice President, Treasurer, a member of the Publications Committee, and the following Committee Chairs: Bylaws and Resolutions; Education and Outreach; and, Student Affairs	Members-at-large should be selected for their long-standing support and/or historical perspective of the Society
Student Affairs	Comprised of at least 4 APMS members	President appointee		Coordinates activities with the Meeting Planning Committee, Meeting Planner, Program and Awards Committees
Website	Comprised of at least 3 members	President appointee		

## **Section E – APMS Graduate Student Research Grant**

### **E-1 – Proposal Criteria and Timeline**

The Aquatic Plant Management Society (APMS) developed the Graduate Student Research Grant for the purpose of providing funding for a full-time faculty member and/or graduate student to conduct research in an area involving aquatic plant management techniques (used alone or integrated with other management approaches) or in aquatic ecology related to the biology or management of regionally or nationally recognized nuisance aquatic vegetation. Solicitation for this award occurs every 2 years. The Vice President administers the award process in accordance with duties outlined in the Operating Manual (Item 6 under duties for Vice President). Specific procedures, criteria, and a suggested timeline for initiating this Grant are as follows:

**Amount of Grant:** \$40,000; to be distributed over two (2) consecutive years (\$20,000 per year). It is the policy of the APMS not to pay overhead or indirect costs. Grant amount approved by the Board of Directors in 2009.

**Applicants:** Solicitation for proposals is open to any full-time faculty member and/or graduate student of an accredited U.S. academic institution. A faculty sponsor must be identified if the application is submitted by a graduate student.

#### **Proposal Criteria and Timeline**

1. In the years in which the APMS Graduate Student Research Grant (GSRG) is offered, the request for proposals, receiving, and evaluation process are handled by the APMS Vice President. If the Vice President wishes to submit a GSRG proposal to the program, the process will be handled by another APMS Officer selected by the President. Hereafter, the term Chair refers to either the APMS Vice President or the person designated to handle the program.

2. After the APMS Annual Meeting (held each year in July), the new Chair will revise and disseminate the Request for Proposals (RFP) if the GSRG will be offered and awarded at the next Annual Meeting. This RFP should be released and disseminated no later than October 1 before the award year. The deadline should be no later than the end of April to allow time for judges to evaluate the applications, and the Chair to communicate the results no less than six weeks before the Annual Meeting.

3. The RFP should be disseminated via the websites and newsletters of the national and regional APMS chapters, the national WSSA, and any other relevant society or group. In addition, the Chair should e-mail the RFP directly to the advisors of students attending the last two APMS national meetings (if known), and any other faculty members at graduate degree-granting institutions known to the Chair.

4. Proposal guidelines:

- a. Proposals should contain a concise statement of the project, including its purpose and justification, as well as sections that discuss study objectives, methodology, schedule, budget, and planned publication of results.
- b. The résumé of the faculty applicant and graduate student (if known) should not exceed two (2) pages each.

- c. Proposals should not exceed ten (10) pages (excluding citations), and must be signed by the applicant (principal investigator) and an appropriate university official.
  - d. Include copies of your five (5) most recent peer reviewed publications.
  - e. The faculty member supervising the student must submit the proposal through the College or University's sponsored programs office.
  - f. It is not necessary to designate a student beforehand, but the GSRG should specifically support at least one graduate student.
  - g. Applications should be in both printed and PDF format.
  - h. APMS does not pay any indirect costs.
5. The GSRG proposals will be reviewed on:
- a. Relevance to aquatic plant management (e.g., the biology, ecology, and management of aquatic plants),
  - b. Scientific rigor and adequacy,
  - c. Investigator qualifications, and
  - d. Potential contribution to aquatic plant management.
6. The proposal will be evaluated by a committee of at least six (6) and up to eight (8) reviewers, representing the national APMS and regional APMS chapters. While the Chair may choose to solicit the chapters for judges, it is also permissible for the Chair to select appropriate reviewers known to the Chair. The Chair should endeavor to select individuals knowledgeable about aquatic plant research, but they need not all be researchers.
7. Reviewers should indicate to the Chair by private ballot whether each candidate proposal is qualified for the program, if the proposal is scientifically adequate, and the ranking of proposals. The Chair need not ask for quantitative scores, but these scores may assist in the event of a close decision.
8. Once the results are tabulated by the Chair, the Chair should send the results to the committee to confirm their selections. If the decision is close, the Chair may convene a teleconference to discuss the proposals.
9. The Chair should then communicate the result to the Secretary and the President before the conference to prepare for the awards ceremony and ensure that the Principal Investigator (PI) of the proposal is present at the APMS Annual Meeting.
10. The agreement with the College or University will be signed by the President of APMS, with the correspondence to go directly to the APMS Treasurer. The University should invoice APMS after the first year and after the second year. Each increment should be one-half of the GSRG amount agreed to by the APMS Board of Directors, and included in the announcement.
11. Funding levels and GSRG frequency will be decided by the APMS Board of Directors prior to the end of the Post-Conference Board Meeting in the year before the GSRG RFP is released.
12. Report requirements.

- a. The GSRG recipient is expected to provide an update on the research in either a student or regular presentation, with the acknowledgement that the research is supported by APMS, at the APMS Annual Meetings after the first and second year of the GSRG award.
- b. The successful applicant is also expected to provide a short update to the APMS newsletter and webpage after the first and second year of the GSRG award.

13. If no proposals are deemed acceptable, then no GSRG will be awarded for that year.

14. A PI can only have one active APMS GSRG at any one time.

### **Suggested Timeline for Initiating Award Process:**

Month	Task
August-April	Solicit funding support from Regional Chapters and other sources
October-March	Advertise the Grant in Newsletters, website, and other outlets
April	Grant applications/proposals due to Vice President
May	Applications reviewed by ad-hoc committee selected by Vice President
June	Award recipient announced to the APMS Board of Directors
	Vice President motions Board to accept the ad-hoc review committee recommendation
	Award recipient notified upon Board acceptance of review committee recommendation
July	Award presented at Annual Meeting
January	Treasurer submits 1 <sup>st</sup> year payment (by January 31) to recipient institution

## **E-2 – Instructions**

### **1) Reviewer Ranking Sheet**

Select a judge from each Regional Chapter and one for the National APMS.

It helps to have an odd number of judges. No ties.

You may want to have judges initially rank proposals, that should be adequate.

Judges simply fill in this table below and return to the GSRG Coordinator by e-mail no later than May 31 to have results computed and inform the winners at least four weeks before the Annual Meeting.

The review may be as simple as evaluating two parameters:

- a) First, does the proposal qualify for the APMS GSRG program? In general, that means does it relate somehow to the mission of APMS.
- b) Secondly, rank the proposals in your order of preference – first through last. No ties!

If you do respond with more detail, including comments, I will try to send these to the applicants, but I will be sure to remove the identity of the reviewers.

### **2) Reviewer Score Sheet**

Usually a ranking is all that is needed, but in 2017 there was a tie and all judges needed to re-evaluate and assign points.

### **3) Email requesting proposal reviewers.**

It is best to select a reviewer from each region rather than ask for a reviewer to be appointed.

Example request is provided below.

A sample spread sheet is also provided to record contact information for each reviewer candidate and dates of correspondence.

### **4) Proposal Submission Log**

Keep a submission log for GSRG proposals. Submissions must arrive on or before the deadline.

The proposals are accepted as a PDF by email. There is no need for paper copies.

The Committee Chair requires a letter from the Principal Investigator's grants office as well as the proposal, and no more than 5 published papers.

### **5) Evaluation Summary**

Record when each proposal review is received, summarize the evaluation results for each reviewer on Evaluation Summary Spreadsheet, then share with the reviewers.

Ask reviewers to verify their results, then have them vote as a Committee to concur with the conclusion. Usually, even those voting for a proposal that was not selected will agree with the decision.

Then write a report informing the Board of the decision of the Committee.

The GSRG Committee is only informing the Board of the decision, not seeking their approval of the winner. The Board approved expending the funds; filling out the forms documents that the GSRG criteria were followed.

GSRG Award is presented at the Annual Meeting banquet.

#### **6) Example Notifications**

Notification examples or templates are provided for winning proposals as well as proposal submissions that were not selected.

#### **7) Example Award Acknowledgement to University – Proposal Submittal Package**

This is an example of the winning submission from Chris Mudge.

Note that the grant is awarded to the University and must have a qualified university Principle Investigator.



### E-3 – Graduate Student Research Grant Ranking Sheet

**Reviewer:** \_\_\_\_\_

<b>Principal Investigator</b>	<b>Institution</b>	<b>Title</b>	<b>Qualified? (yes / no)</b>	<b>Rank 1 to 5 1 = highest 5 = lowest</b>

#### **E-4 – Graduate Student Research Grant Score Sheet**

Principal Investigator:

Proposal Title:

\_\_\_\_ 1. Does Proposal meet the objective (20 points)

\_\_\_\_ 2. Scientific and technical feasibility (50 points)

\_\_\_\_ a. Logical objectives (10)

\_\_\_\_ b. Valid approach (10)

\_\_\_\_ c. Level of effort (10)

\_\_\_\_ d. Can work be completed (10)

\_\_\_\_ e. Statistically sound and valid analyses (10)

\_\_\_\_ 3. Investigator and resource qualifications (20 points)

\_\_\_\_ a. Faculty advisor qualifications (10)

\_\_\_\_ b. Adequate facilities and equipment (10)

\_\_\_\_ 4. Will results be relevant to aquatic plant management or the restoration of aquatic ecosystems (10 points)

## Scoring Sheet

Principal Investigator:

Category	Score	Maximum Points
1		20
2a		10
2b		10
2c		10
2d		10
2e		10
3a		10
3b		10
4		10
<b>Total</b>		<b>100</b>
Rank this Entry		
Does this proposal qualify for the program?    ___ Yes    ___ No		

---

Printed Name of Reviewer

Signature of Reviewer

Date

## **E-5 – Graduate Student Research Grant Review – Example Email Request**

May 1, Year

I am requesting your assistance as a reviewer for the (Year) APMS Graduate Student Research Grant Proposals. I have (X) proposals for review.

I request reviews by May 20. While scoring and some comments are appreciated, a simple ranking of proposals is the primary need.

If you agree, I will send you the five proposals and review guidelines by e-mail.

Please let me know if you are able to assist APMS in this program.

Name - (Current APMS Vice President)  
APMS GSRG Committee Chair

### **Reviewers for APMS Graduate Student Research Grant Proposals**

<b>Society</b>	<b>Candidate</b>	<b>Candidate Email</b>	<b>Date Requested</b>	<b>Response</b>	<b>Date</b>
APMS					
Florida APMS					
MidSouth APMS					
Midwest APMS					
Northeast APMS					
South Carolina APMS					
Texas APMS					
Western APMS					

## **E-6 – Proposal Submissions**

### **APMS Graduate Student Research Grant - Proposal Submissions**

<b>Principal Investigator</b>	<b>Institution</b>	<b>Title</b>	<b>Received</b>
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## E-7 – Evaluation Summary

### APMS Graduate Student Research Grant Evaluation Summary

Reviewer	Date Returned	Concur	Proposal #1			Proposal #2			Proposal #3		
			Points	Rank	Qualified	Points	Rank	Qualified	Points	Rank	Qualified
			1=yes/0=no			1=yes/0=no			1=yes/0=no		

**E-8 – Notification – GSRG Awarded**



**Aquatic Plant Management Society  
7922 NW 71st Street  
Gainesville, FL 32653**

Date

Principal Investigator

Affiliation

Address

Email

Dear Principal Investigator:

Thank you for submitting a proposal to the (YEAR) Graduate Student Research Grant co-sponsored by Aquatic Plant Management Society and APMS Regional Chapters.

We had (X) very competitive proposals submitted for the RFP, and after extended deliberation, your proposal was selected for funding. I congratulate you on your successful submission.

Please be sure to attend the banquet on Tuesday night of the APMS Annual Meeting to accept the award of this grant.

Thank you again for submitting your proposal.

Sincerely,

Chair, (YEAR) APMS Graduate Student Research Grant

## E-9 – Notification and Instructions - Example



**THE AQUATIC PLANT MANAGEMENT SOCIETY, Inc.**  
**7922 NW 71<sup>st</sup> Street**  
**Gainesville, Florida 32653**  
**[www.apms.org](http://www.apms.org)**

September 23, 2016

Christopher R. Mudge, PhD  
Research Biologist  
U.S. Army ERDC  
LSU School of Plant, Environmental & Soil Sciences  
Baton Rouge, LA 70803

Dear Dr. Mudge:

As announced at the July 2016 Aquatic Plant Management Society (APMS) Meeting in Grand Rapids, Michigan, your research proposal entitled *Exploring Alternative Giant Salvinia (Salvinia molesta D.S. Mitchell) Management Strategies* was selected for funding from the APMS. A total of \$40,000.00 has been committed to this project and we ask that you send your first invoice for \$20,000 to the APMS Treasurer as soon as possible after January 1, 2017 to initiate the project. The invoice for the remaining \$20,000 can be submitted beginning in January 2018.

Semi-annual progress reports must be submitted to APMS before June 30<sup>th</sup> and December 31<sup>st</sup> of each year of the grant. The faculty member and student must participate in at least one annual APMS Board of Directors meeting and attend one APMS Annual Meeting. The student must present results of the funded research at least one time at the APMS Annual Meeting over the duration of the grant. Upon completion, a final report must be submitted to APMS.

The APMS Treasurer is Jeremy Slade. You can submit a hard copy of the invoice to him at the address above, or send an electronic copy of the invoice to him at: [apms14@hotmail.com](mailto:apms14@hotmail.com).

Good luck on the project and we look forward to seeing your results. If you have any questions, please call me at 850-591-1242 or send an e-mail to [jeff.schardt@gmail.com](mailto:jeff.schardt@gmail.com).

Sincerely,

Jeffrey D. Schardt  
APMS Secretary  
810 Remington Avenue  
Thomasville, GA 31792  
Phone: 850-591-1242  
[jeff.schardt@gmail.com](mailto:jeff.schardt@gmail.com)



## **E-10 – Notification – GSRG Not Awarded – Email Template**

### **APMS Graduate Student Research Grant Notification**

Dear Applicant:

Thank you for submitting a proposal for the Aquatic Plant Management Society Graduate Student Research Grant. I am sorry to tell you that your proposal was not selected for this year's award. We had (X) excellent proposals, all of which were judged as qualifying for an award, and which received good marks from the judges. In the end, there can be only one winner.

I encourage you to submit another proposal in the next round scheduled two years from now.

Thank you again for submitting to the APMS GSRG.

Sincerely,

Committee Chair

**E-11 – Notification – GSRG Not Awarded – Letter Template**



**Aquatic Plant Management Society  
7922 NW 71st Street  
Gainesville, FL 32653**

Date

Principal Investigator

Address

City, State Zip

Email

Dear Principal Investigator:

Thank you for submitting a proposal for the (YEAR) Graduate Student Research Grant. co-sponsored by Aquatic Plant Management Society and APMS Regional Chapters.

We had to decide among (X) very good and competitive proposals. Unfortunately, we could only make one award, and your proposal was not selected for funding in this instance. However, your proposal was considered very strong and I encourage you to resubmit a proposal, even this proposal with some revision, the next time APMS offers the GSRG. We are scheduled to have an open GSRG RFP in (YEAR).

Thank you again for submitting a proposal, and I hope that you will submit in the future.

Sincerely,

.

Chair, (YEAR) APMS Graduate Student Research Grant

## **Section F – Travel Reimbursement**

All Officers and Directors are eligible for travel support to both the annual meeting and mid-year board meeting if they do not have access to other funds to support travel. However, all Board members are encouraged to utilize any resources they have to pay for travel first.

Officers and Directors need only apply to the current President and Treasurer for their eligible travel, and with their approval can incur travel costs for reimbursements.

Included in this application is a statement of need with an indication of a lack of other travel resources. Reimbursement will follow standard procedures; including invoicing the Treasurer and including appropriate receipts. The President and Treasurer will both approve these expenses for reimbursement.

Travel support is not automatically available for committee chairs and special representatives to the Board for board meetings, except for the Science Policy Director. The President, however, may request the attendance of specific individuals to the board meetings, and authorize their travel expenses as needed through normal channels.

**Section G – Proposal Submittal Form**



**Proposal for Funding from the Aquatic Plant Management Society**

**Title of Proposal:** \_\_\_\_\_

\_\_\_\_\_

**Date Submitted to APMS:** \_\_\_\_\_

**Entity Requesting Funds:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Amount of Funds Requested:** \_\_\_\_\_

**Will Other Entities Share Costs for this Project?** \_\_\_\_\_ (if yes, list each entity and amount) \_\_\_\_\_

\_\_\_\_\_

**Duration of Proposal:** (i.e. one-time, annual event, ongoing program) \_\_\_\_\_

**Attach a Detailed Description of Benefits to APMS Membership:**

## **Section H – Exhibitor and Sponsor Forms**

### **H-1 – Annual Meeting Sponsor Levels and Benefits** *(approved by the Board January 25, 2017)*

<b>Sponsor Levels and Benefits</b>	<b>Platinum</b>	<b>Gold</b>	<b>Silver</b>	<b>Bronze</b>	<b>Contributor</b>	<b>Silent Auction Contributor</b>
Contribution	\$10,000	\$7,500	\$5,000	\$2,500	\$500	
Complimentary meeting registration(s)	4	3	2	1		
Complimentary booth space(s)	2	1				
Meeting Presentation	10 min	5 min				
Acknowledgement on APMS Website with direct link to your company's home page	✓	✓	✓	✓	✓	✓
Acknowledgement on APMS Meeting Sponsors Program Page	✓	✓	✓	✓	✓	
Acknowledgement on APMS Meeting Sponsors Signs	✓	✓	✓	✓	✓	
Acknowledgement on APMS Sponsor Sign for Refreshment Breaks	✓	✓	✓	✓		
Acknowledgement on APMS Sponsor Sign for Continental Breakfast	✓	✓	✓	✓		
Acknowledgement on APMS Sponsor Sign for Poster Session Reception	✓	✓	✓			
Acknowledgement on APMS Sponsor Sign for President's Reception	✓	✓	(✓)			
Acknowledgement on APMS Sponsor Sign for Awards Reception and Banquet	✓	(✓)	(✓)			
Acknowledgement in APMS newsletter following the annual meeting	✓	✓	✓	✓	✓	✓

(✓) – Acknowledgement applied to Gold or Silver level sponsors if there is no Platinum sponsor

Judges Initials \_\_\_\_\_

## Section I - APMS Student Oral Presentation Evaluation Form

Student Author: \_\_\_\_\_

Title: \_\_\_\_\_

<b>1) INTRODUCTION:</b> Does it develop justification for the study, clearly indicate the questions posed by the study, and did it leave you convinced of the value of pursuing the questions posed? <i>COMMENTS:</i>	/15
<b>2) MATERIALS AND METHODS:</b> Were they described in detail and with clarity, appropriate for the questions being addressed? <i>COMMENTS:</i>	/15
<b>3) RESULTS:</b> Are figures and graphs easy to read/understand, was unnecessary data eliminated, were results conveyed through data presentation, were findings outlined, were conclusions supported by data? <i>COMMENTS:</i>	/15
<b>4) ANALYTICAL MERIT:</b> Are statistics appropriately used and expressed, were unfamiliar tests appropriately referenced, any major errors in analyses? <i>COMMENTS:</i>	/15
<b>5) DISCUSSION:</b> Are conclusions clearly stated, did conclusions address all hypotheses, were opportunities for future research evident and mentioned, does study make a scientific contribution? <i>COMMENTS:</i>	/15
<b>6) PRESENTATION:</b> Was it organized and logically developed, could a non-specialist understand material presented, was speaker prepared, practiced, and composed, did speaker speak clearly, stay within time and answer questions succinctly? <i>COMMENTS:</i>	/15
<b>7) VISUAL AIDS:</b> Was print size readable and color scheme appropriate, was too much information presented, did presenter read text from slides instead of using as a reference, was presentation cluttered, was there any information shown but not discussed? <i>COMMENTS:</i>	/10
<b>TOTAL SCORE:</b>	100
<b>PAPER RANK:</b>	/

OVERALL COMMENTS FOR PRESENTER: (use back if necessary)

Judges Initials \_\_\_\_\_

**Section I - APMS Student Poster Presentation Evaluation Form**

Student Author: \_\_\_\_\_

Title: \_\_\_\_\_

<b>1) INTRODUCTION:</b> Appropriate introduction. Need for study, objectives clearly stated. Terminology defined for viewers. <i>COMMENTS:</i>	/10
<b>2) SCIENTIFIT MERIT:</b> Originality of purpose and or/methodology. Appropriate experimental approach and design. Sufficient replication and use of controls. Contribution to APM. <i>COMMENTS:</i>	/40
<b>3) FIGURES / VISUALS:</b> Neat and uncluttered. Informative captions. Visible from appropriate distance. <i>COMMENTS:</i>	/25
<b>4) CONCLUSIONS:</b> Clearly stated. Logical interpretation supported by results. <i>COMMENTS:</i>	/10
<b>5) OVERALL STYLE AND ORGANIZATION INCLUDING STUDENT INTERACTION:</b> Poster's ability to catch eye of casual observer. Proper flow to provide information to the reader. Student comfort with the subject matter (logical presentation of methods, findings, data, and statistics). Composure. <i>COMMENTS:</i>	/15
<b>TOTAL SCORE:</b>	/100
<b>POSTER RANK:</b>	/

OVERALL COMMENTS FOR PRESENTER: (use back if necessary):

July 15, 2024

To: Board of Directors of the Aquatic Plant Management Society (APMS)

From: Jeremy G. Slade, President-elect APMS

Subject: Report of the Program Committee

The Program for the 64th Annual APMS Meeting will have 48 oral presentations, 14 of which are student presenters, and 26 posters presentations, 12 of which are student presenters. There will be a plenary session entitled “Back to the Basics: Control Methods – Past, Present, and Future”. Speakers for this session are listed below. The Program will be digital again this year with maps included in the links, and a QR code was sent to all BOD members by Secretary Giannotti via text and will be available at the registration desk.

Thank you to the Board of Directors for assistance and support in developing this year’s Program. Special thanks and recognition to Christine Krebs and Cayla Romano for designing the Program’s cover.

**Plenary Session Speakers -**

Chemical control: Jason Ferrell – UFL CAIP

Biological control: Nathan Harms – USACE ERDC

Physical/cultural control: Marc Bellaud – SOLitude Lake Management

Mechanical control: Ben Sperry – USACE ERDC

Genetic Engineering: Ramon Leon – NCSU

Technology developments: Andrew Howell – NCSU

Statistics for the meeting:

Sponsors: 14 paying sponsors

Exhibitors: 31 with 5 of these classified as not-for-profit

Oral Presentations: 48 presentations total with 14 being student competition submissions

Poster Presentations: 26 presentations total with 12 being student competition submissions



Proposal Review Committee  
July 2024 Annual APMS Board Meeting  
Brett Hartis

The proposal review committee has reviewed two (2) proposals from membership since the mid-winter BOD meeting.

**EPA Attendance at the 2024 Annual Meeting**

A request was submitted by Dr. Rob Richardson for allowance of 4 EPA personnel to attend the APMS annual meeting. The group planning to attend includes the head of the herbicide branch. AERF has agreed to pay travel expenses. The request to APMS is for complimentary rooms and registration. The face value of these items is \$2,029 and \$2,360, respectively (\$4,389 total). There is a long history of AERF and APMS collaboration to bring EPA staff members to the annual APMS meeting.

The proposal review committee reviewed the proposal and provided the following recommendation to the BOD, which was passed following e-vote.

1. **APMS would like to suggest that the affiliations of the 4 EPA staff be identified, if possible. If there have already been invitations to 4, we can cover it. If 4 candidates have not already been selected, we suggest limiting that to 2-3. We are approving funding for up to \$2400 for all (pending a committee vote).**
2. **APMS would request that one person (preferably the herbicide head) give a 15 minute talk, if possible. If not, perhaps we can set up a break off discussion for the APMS Board to interact.**
3. **APMS establish an application process to be filled out by those requesting assistance OR for those APMS members looking for reimbursement for invited guests going forward**

The following EPA personnel will be in attendance at the 2024 annual meeting - Emily Schmid, Endia Blunt, LisaRenee English, and Caleb Hawkins.

**International Colleague Travel Assistance for 2024 Annual Meeting**

The proposal review committee received a request from Dr. Gray Turnage to support international colleagues (Deb Hofstra and Daniel Clements) in attending APMS in 2024. Dr. Clements and Hofstra will each need approximately USD \$4800 to travel to APMS. Dr. Turnage asked the proposal review committee to consider 1) Waiving their registration fees (USD \$680) and/or 2) Covering hotel costs (approx. USD \$1,200)

After discussion, and consideration that Dr. Clements will likely receive some level of additional funding outside of APMS, the APMS proposal review committee made the following recommendation to the BOD:

**APMS waive registration fees for both Dr. Hofstra and Dr. Clements (~\$1,360) and cover lodging for Dr. Hofstra (~\$600) to allow for each to attend APMS annual conference in 2024.**

This was voted on by the BOD via email and passed.

Regional Chapters Committee  
July 2024 Annual APMS Board Meeting  
Gray Turnage and Lyn Gettys

No Report

2024

APMS Strategic Planning Committee Report

Mark Heilman, Committee Chair

No Report

# **STUDENT AFFAIRS COMMITTEE**

**Andrew Howell, Chair**

**NO REPORT**

Aquatic Ecosystem Restoration Foundation  
Report for  
Aquatic Plant Management Society  
Board of Directors Meeting

The Aquatic Ecosystem Restoration Foundation (AERF) has continued to support the activities and meetings of the APMS and its chapters primarily by supporting the Exhibit Halls, providing speakers, and supporting the attendance of students and regulators.

AERF has also provided speakers to Aquatic Weed Schools in Florida and Montana.

Dr. John Madsen has shared the speaking duties of the Foundation and will be assuming the major role in this effort in the future.

During the week of June 3-7, the AERF and the University of Florida hosted a Regulatory Aquatic Weed Tour for 17 EPA Office of Pesticides Programs personnel, 4 Canada Pest Management Regulatory Agency pesticide registrars, and 1 provincial Invasive Aquatic Species Specialist from Alberta. The tour combined classroom and field activities. The facilitators were Carlton Layne, William Haller and Lyn Gettys. Presenters were representatives of the South Florida Water Management District, Florida Fish and Wildlife Conservation Commission, the University of Florida, U.S. Army Corps of Engineers, Agricultural Air Services, Lee County Mosquito Control District, Lee County Hyacinth Control District, Aquatic Vegetation Control, and Applied Aquatic Management. The tour began in West Palm Beach and ended in Orlando with stops in Loxahatchee, Belle Glade, Clewiston, Ft. Myers, and Okeechobee.

A narrative report, an itinerary with listed speakers and presenters with contact information, photographs, brief bios of the attendees, and copies of many of the presentations can be found on the AERF website at [www.aquatics.org](http://www.aquatics.org)

Respectfully submitted,

Carlton R. Layne  
Executive Director

July 15, 2024

To: Board of Directors of the Aquatic Plant Management Society (APMS)

From: Jeremy G. Slade, President-elect APMS

Subject: Report of the B.A.S.S. Special Representative

I attended the B.A.S.S. Conservation Summit March 22-24, 2024, in Tulsa, Oklahoma representing APMS. Below is a thank you email from Gene after the meeting. He always does a great job of giving sponsors recognition and this year was no different. A summary of the number of attendees is given in Gene's email and the Summit Program is located on the following page along with a picture of signage that was used. I also received several emails from attendees thanking APMS for their generous support of this Summit. An email from Dr. Hal Schramm, Retired USGS Fisheries Coop Leader & MS State University Professor is also provided.

*All,*

*Now that the dust is finally settling from the Bassmaster Classic in Tulsa and we are moving on with our year, I wanted to send a special thanks to each of you for your support of our 2024 B.A.S.S. Conservation Summit.*

*As many of you know, we had to change hotels with only a few weeks' notice. Luckily, our events team found a willing host hotel and we made it work. What had me in a panic was the significant increase in price for lodging and catering --- all the while our registration was growing to what turned out to be one of the largest Summits we have hosted in many years. We had 93 attendees from 34 states, including B.A.S.S. Nation Conservation Directors, state and federal agency biologists and administrators and invited speakers. But because of your commitment to our conservation efforts and willingness to donate to the cause, we were able to make it all work out. The bills are in, invoices are paid, and our CFO is happy!*

*I still have a lot of work to do on the back end such as getting the video recordings finished and posted on our website, PDF versions of the presentations created and sent to attendees requesting the talks, preparing an article for Bassmaster.com and B.A.S.S. Times about the Summit and our Conservation Director of the Year Awards, and with each, acknowledging your support of our event.*

*Again, many, many thanks for the support of your organization. Our B.A.S.S. Nation state conservation directors see this event as the highlight of the year, and you helped make it possible for them to learn from, and network with, peers and agency professionals. We at B.A.S.S. sincerely appreciate organizations like yours that have a strong conservation ethic and work in partnership to protect our fishery resources and the sport of bass fishing.*

*All my best for you in 2024.*

Gene Gilliland  
Conservation Director  
B.A.S.S.

Jeremy,

*It was good to see you again and have a few minutes to catch up.*

*I have attended B.A.S.S. Conservation Summits for at least 15 years. These meetings are extremely important for energizing and networking the B.A.S.S. Nation Conservation Directors, connecting B.A.S.S. Nation Conservation Directors with their state fisheries agencies, and informing all of current information and present and forthcoming issues relevant to sustaining and improving bass fisheries and the essential habitats that support them. The 2024 Summit checked all these boxes and was one of the best. Past Summits have generated productive partnerships that benefit bass fisheries, and I expect the same will be true of this one.*

*Bringing all these dedicated people together for an enjoyable and productive meeting is a lot of work with a hefty price tag. As an avid angler and a career fisheries biologist, I greatly appreciate the Aquatic Plant Management Society's sponsorship of this successful and productive event.*

*Hal Schramm – Retired USGS Fisheries Coop Leader & Mississippi State University Professor*

#### 2024 B.A.S.S. Conservation Summit

March 22-24, 2024, Aloft Hotel, 200 Civic Center, Tulsa, OK 74103



##### Friday Evening, March 22nd

- Welcome Reception following Weigh-in (approx. 8:00 pm)

##### Saturday Morning, March 23rd

- Registration
  - 7:30 am Credential & Gift Pickup
- Tournament Registration Systems & Data Collection
  - 8:00 am Michigan DNR Registration - Goniea
  - 8:20 am Kansas GFP Bass Pass - Sowards
  - 8:40 am Florida FWC Tournament Exemption - Bisping
  - 9:00 am Pa FBC Data collection - Smith
  - 9:20 am Discussion
- 9:40 am Coffee Break
- Tournament Fish Care in 2024
  - 10:00 am Auburn Univ. Tournament Impacts
  - 10:20 am Auburn Univ. Tournament Impacts
  - 10:40 am Tx PWD Livewell Studies - Driscoll
  - 11:00 am Florida FWC Livewell Studies - Howard
  - 11:20 am Carleton Univ. Livewell Studies - LaRochelle
  - 11:40 am Discussion
- Adjourn for Expo and Weigh-in

##### Saturday Evening, March 23rd

- 8:00 pm Conservation Awards Banquet – Leadership in Conservation

##### Sunday Morning, March 24th

- Are anglers and/or technology impacting bass populations or catchability?
  - 8:00 am Tx PWD FFS Survey - Norman
  - 8:20 am Tx PWD Tracking & Behavior - Norman
  - 8:40 am Florida FWC Bed Fishing - Howard
  - 9:00 am Wisconsin Bed Fishing - Naas
  - 9:20 am Discussion
- 9:40 am Coffee Break
- Can we mitigate/enhance bass population with bass stocking?
  - 10:00 am North Carolina WRC F1 Project - Oakley
  - 10:20 am Virginia DWR F1 Project - Wilson
  - 10:40 am Kentucky FWR Genetics - Martin
  - 11:00 am Arkansas GFC Supplemental Stocking - Risley
  - 11:20 am Discussion
- Summit Wrap-up
- Adjourn for Expo and Weigh-in



We want to thank the sponsors that are helping to make the 2024 B.A.S.S. Conservation Summit a success. Please take the time to check out their booths in the **Bassmaster Classic Outdoor Expo presented by GSM Outdoors** and personally thank them for their continued support of conservation.

##### PLATINUM SPONSOR



##### GOLD SPONSOR



##### SILVER SPONSORS



##### BRONZE SPONSORS





Friendly reminder, check out the B.A.S.S. conservation website: [Conservation News - Bassmaster](#). Gene and B.A.S.S. do their best to represent APMS activities as required but as an organization representing the angling community it's sometimes difficult to play "favorites" to APM items especially with their members' expectations. Another page to join is the Facebook group: [\(1\) B.A.S.S. Conservation | Groups | Facebook](#)



CAST representative report  
Gray Turnage

No Report

## NALMS Report – Terry McNabb

No Report

## **APMS Board of Directors Meeting: RISE Update**

Prepared by Kylie Gregory, RISE Staff

Presented by Matt Johnson, RISE Aquatics Committee Chair

July 2024



### **State Issues:**

#### **1. New York Lake Associations Legislation A605A/S05723A**

- Senator Harkham's Wetlands legislation has been passed by the legislature. This bill prohibits the application of pesticides to certain local freshwater wetlands for local governments that have implemented a freshwater wetlands protection law.
- This bill passed two years in a row and was vetoed by the Governor both years.
- RISE plans to submit a veto request for a third time when the bill is transmitted to Governor Hochul.

#### **2. PFAS: Multi-State Issue**

- RISE continues to be engaged on the per-and-polyfluoroalkyl substances (PFAS) issue since it first emerged in 2020.
- The broader issue is currently water quality, as it pertains to drinking water and wastewater.
- Stay connected to RISE on this evolving issue.

### **Federal Legislative and Regulatory Issues:**

#### **1. Exempting Pesticide Applications from the National Pollutant Discharge Elimination System (NPDES) Permit Program Included in House Farm Bill**

- The U.S House of Representatives Committee of Agriculture passed the "Farm, Food, and National Security Act of 2024" with a 33-21 vote on May 23 after over 13 hours of deliberation.
- The bill included an amendment offered by Rep. David Rouzer (NC-R-07) on National Pollutant Discharge Elimination System (NPDES) Pesticide General Permits.
- RISE did outreach to members of the House Committee of Agriculture to support this amendment, which reaffirms the U.S. Environmental Protection Agency's (EPA) authority to regulate pesticides under FIFRA and removes the burdensome duplicative requirement in the Clean Water Act when bringing products to market.
- RISE will continue to do outreach to Members of Congress to get this legislation in the final Farm Bill.
- Please reach out if you want to engage with outreach.

#### **2. Federal Funding for Office of Pesticide Programs**

- Congress finally passed the FY24 appropriations. The Office of Pesticide Programs was funded under the \$166 million minimum funding level required by PRIA 5.
- For FY 25 appropriations, RISE and partners submitted over 100 requests to targeted Members of Congress on the Appropriations Subcommittee responsible for allocating funds for the Office of Pesticide Programs.
- The Appropriations Subcommittee has not marked up the FY25 appropriations bill by the time this report was written.
- RISE will follow up with the outcome of the Subcommittee and Committee mark up.

#### **3. EPA Releases New Version of Calculator for Estimating Pesticide Concentrations in Water**

- On May 31, EPA announced the release of a faster, more user-friendly version of the Pesticide in Water Calculator.

## **APMS Board of Directors Meeting: RISE Update**

Prepared by Kylie Gregory, RISE Staff

Presented by Matt Johnson, RISE Aquatics Committee Chair

July 2024



- EPA uses the model to estimate exposure to pesticides in drinking water when developing human dietary risk assessments and estimating pesticide concentrations for ecological risk assessments.
- The model is available to the public and aims to increase transparency in the risk assessment process and provides stakeholders a tool to inform their submissions to the Agency
- View the EPA announcement [here](#).

**Respectfully Submitted:** Matthew Johnson, Chair- RISE Aquatics Committee; Kylie Gregory, RISE, Manager, Government Relations

**Women of Aquatics  
APMS Board Book Report  
July 2024**

**No Report**

## WSSA Report

Ben Sperry

No Report

**SCIENCE POLICY REPORT**  
**Lee Van Wychen**

No Report

**AdHoc Committee on Code of Conduct  
Troy Goldsby**

No Report



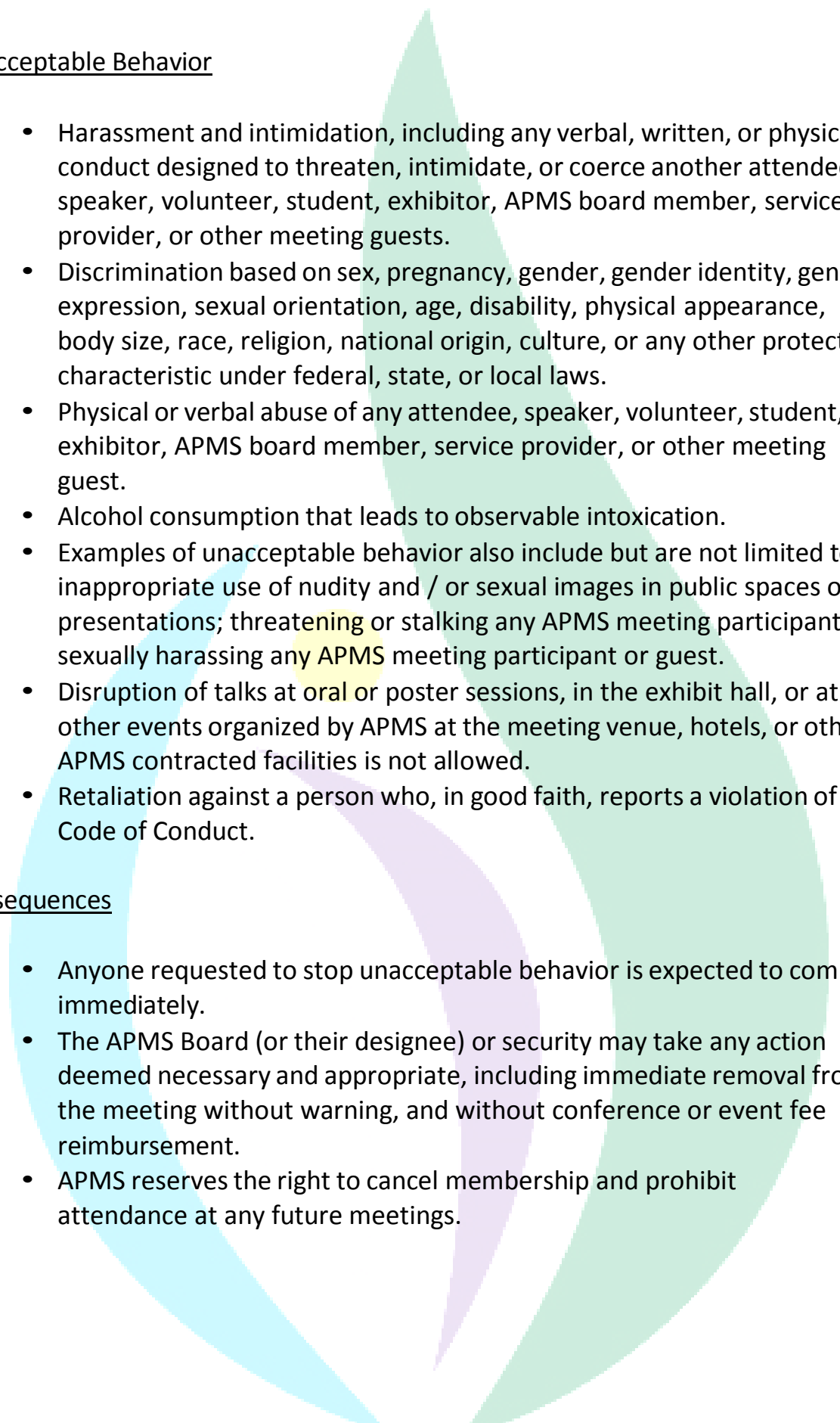
## **Aquatic Plant Management Society Code of Conduct - Proposed to the Board of Directors - Voted Down & Sent Back to Committee**

The Aquatic Plant Management Society (APMS) is committed to promoting a welcoming environment while fulfilling our mission of providing a forum for members to share interdisciplinary information related to the identification, management, and control of aquatic plants and algae. All APMS operations, interactions, and gatherings will provide fostering environments that are safe, collaborative, supportive, and productive for all members and attendees, including sponsors, exhibitors, guests of members, invited speakers, students, guests, and members of the media. We intend to conduct business in a fair, honest, and ethical manner that values the diversity of views, expertise, opinions, backgrounds, and experiences reflected among our membership and all conference and event attendees.

All attendees, speakers, sponsors, guests, and volunteers at our conference are required to abide by the following Code of Conduct. APMS leadership is always available for those that need to report an incident or concern. We expect cooperation from all participants to help ensure a safe, welcoming, and inclusive environment for everyone. This Code of Conduct is not intended to be a comprehensive rulebook and cannot address every situation. Always use good judgment and treat others with dignity and respect.

### Expected Behavior

- Treat everyone with respect.
- Communicate openly and thoughtfully and be considerate of varying views, opinions, levels of experience, and backgrounds.
- Be respectful in your critique of ideas and avoid personal attacks directed toward other attendees, participants, APMS staff, sponsors, and vendors.
- Respect the rules and policies of the symposium venue, hotels, APMS contracted facilities, or any other venue.
- Be mindful of your surroundings and fellow participants. Alert an APMS board member or designated contact person if you notice unacceptable or offensive behavior, a dangerous situation, or someone in distress.



## Unacceptable Behavior

- Harassment and intimidation, including any verbal, written, or physical conduct designed to threaten, intimidate, or coerce another attendee, speaker, volunteer, student, exhibitor, APMS board member, service provider, or other meeting guests.
- Discrimination based on sex, pregnancy, gender, gender identity, gender expression, sexual orientation, age, disability, physical appearance, body size, race, religion, national origin, culture, or any other protected characteristic under federal, state, or local laws.
- Physical or verbal abuse of any attendee, speaker, volunteer, student, exhibitor, APMS board member, service provider, or other meeting guest.
- Alcohol consumption that leads to observable intoxication.
- Examples of unacceptable behavior also include but are not limited to: inappropriate use of nudity and / or sexual images in public spaces or in presentations; threatening or stalking any APMS meeting participant; or sexually harassing any APMS meeting participant or guest.
- Disruption of talks at oral or poster sessions, in the exhibit hall, or at other events organized by APMS at the meeting venue, hotels, or other APMS contracted facilities is not allowed.
- Retaliation against a person who, in good faith, reports a violation of the Code of Conduct.

## Consequences

- Anyone requested to stop unacceptable behavior is expected to comply immediately.
- The APMS Board (or their designee) or security may take any action deemed necessary and appropriate, including immediate removal from the meeting without warning, and without conference or event fee reimbursement.
- APMS reserves the right to cancel membership and prohibit attendance at any future meetings.

## Reporting Unacceptable Behavior

- If you are the subject of unacceptable behavior or have witnessed any such behavior, please immediately notify an APMS board member, organizer, or other designated contact person.
- Notification should be done by contacting an APMS board member, organizer, or other designated contact person on-site, by e-mailing your concern to the designated email, or by completing the complaint form available online.
- Anyone experiencing or witnessing behavior that constitutes an immediate or serious threat to public safety at any APMS-sponsored event is advised to either tell a security guard or locate a house phone and ask for security.
- Reporting should never be done via social media.

## Administration

- Any reports of unacceptable behavior will be handled on a case-by-case basis by two or more of the designated contact persons.
- The Code of Conduct, including contact information for the designated contact persons, will be made available to all members and conference attendees as follows: inserted into the conference program, posted to the APMS website, shared at meeting registration desks, announced in the opening meeting session, and included in the APMS Strategic Plan.
- APMS Board Members and designated contact persons will be introduced at the beginning of the conference and will make every effort to be visible and available to attendees at the meetings.
- The list of designated contact persons will be updated annually prior to publication in the conference program.

This Code of Conduct is not a contract. APMS reserves the right to amend or supplement this Code of Conduct without prior notice, at any time.

Code of Conduct adapted from the [Western Aquatic Plant Management Society \(WAPMS\)](#), [North American Lake Management Society \(NALMS\)](#), [Society for Conservation Biology \(SCB\)](#), and [Ecological Society of America \(ESA\)](#).