The business meeting was called to order at 10:07 am CT Sep 18, 2019, by Achyut Adhikari. He begins meeting with an introduction about the leadership, past chair, the current chair, vice chair, and the administrator.

Those in attendance at the business meeting were:

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| **Last Name** | **First Name** | **Organization** |
| Richard | Nichole | University of Rhode Island |
| Critzer | Faith  | Washington State University |
| Bergholz | Teresa  | North Dakota State University |
| Wang | Qiuhong  | The Ohio State University |
| Kinchla | Amanda | University of Mass-Amherst |
| Feng | Betty  | Purdue University |
| Danyluk | Michelle | University of Florida |
| Baumler | David  | University of Minnesota |
| Bowden | Steven  | University of Minnesota |
| Kaylegian | Kerry  | Penn State University |
| Williams | Rob | Virginia Tech |
| Trinetta | Valentina | Kansas State University |
| Ryser | Elliot | Michigan State University |
| Mishra | Abhinav | University of Georgia |
| Chaves | Byron | University of Nebraska |
| Goddard | Julie | Cornell University |
| Gleason | Jeanne  | New Mexico State University |
| Orellana | Lynette | University of Puerto Rico |
| Plaza | Maria  | University of Puerto Rico |
| Adhikari | Achyut  | Louisiana state University |
| Janes | Marlene | Louisiana state University |
| Stasiewicz | Matthew | University of Illinois-Chabana |
| Monks | David  | North Carolina State University |

Members discussed about ideas to use the $15,000 funds received from the multi-state excellence award. Ideas included hosting IAFP symposium workshop, environmental sampling workshop, challenge testing workshop, communication workshop such as Center for Science Communication at Stony Brook and workshop related to changes with students, technology, cultural shifts. Members decided to solicit ideas and vote on what to do.

Members elected Byron Chaves, University of Nebraska as a new secretory which will begin after the annual meeting, serving a two-year term before ascending to the Vice-Chair position.

Host for next year: Members decided to host the next year meeting at the Washington State University. Other options included the Louisiana State University. Faith Critzer will work with the executive committee and with Michelle Danyluk to make plans for the meeting and pre-meeting workshop.

Meeting Adjourn

Sincerely,

Matthew Stasiewicz

S-1077 Vice Chair