

THE
2015 ANNUAL BUSINESS MEETING
OF THE
**SOCIETY FOR THE PRESERVATION OF
NATURAL HISTORY COLLECTIONS**



SPNHC

ADVANCING COLLECTIONS CARE

“Making Natural History Collections Accessible through New and Innovative Approaches and Partnerships.”

**Florida Museum of Natural History
Gainesville, FL, USA**

22 May 2015

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Agenda for the Annual Business Meeting

Florida Museum of Natural History
Gainesville, FL, USA

22 May 2015

1. Call to order.
2. Agenda.
3. Minutes of the 2014 Annual Business Meeting.
4. Report of the President.
5. Report of the Treasurer.
6. Reports of Standing Committees.
 - a. Archives
 - b. Best Practices
 - c. Bylaws
 - d. Conference
 - e. Conservation
 - f. Documentation
 - g. Elections
 - h. Emerging Professionals
 - i. Executive
 - j. Finance
 - k. Legislation and Regulations
 - l. Long-Range Planning
 - m. Membership
 - n. Professional Development
 - o. Publications
 - p. Recognition and Grants
 - q. Web Site
7. Reports of Sessional Committees.
 - a. International Relations
 - b. US Federal Collections
8. Reports of Representatives.

Due to time constraints, please refer to the printed reports.
9. New Business.
10. Old Business.
11. Announcements.
12. Adjournment.

2014-2015 List of SPNHC Members Serving on Council and Committee

EXECUTIVE OFFICERS

President	Andy Bentley
President-Elect	Linda S. Ford
Past President	Chris Norris
Treasurer	Ruth O'Leary
Managing Editor	Christine Johnson
Secretary	Ann Molineux

MEMBERS-AT-LARGE

2012-2015	Richard Sabin
2012-2015	Greg Watkins-Colwell
2013-2016	Kelly Sendall
2013-2016	Robert Huxley
2014-2017	Julian Carter
2014-2017	Barbara Thiers

STANDING COMMITTEES

Archives Committee

Linda Hollenberg	Chair
Lisa F. Palmer	
Meghann Toner	

Best Practices

James Macklin	Co-chair
Tim White	Co-chair
Jessica D. Cundiff	Chris Norris
Linda S. Ford	Fran Ritchie
Jean-Marc Gagnon	Paula Work
Cathy Hawks	

Bylaws Committee

Chris Norris	Chair
Laura Abraczinskas	Ann Molineux

Conference Committee

Linda S. Ford	Chair
Tim White	Clare Valentine
Julian Carter	Cardiff 2014
Elise Lecompte	Gainesville, 2015
Christiane Quaisser	Berlin, 2016
Kelly Tomajko	Denver 2017

Conservation Committee

Gretchen Anderson	Co-chair
Robert Waller	Co-chair
Rebecca Morin	Mark Renczkowski
Jude Southward	Suzanne B. McLaren
Carolyn Leckie	Environmental
Luci Ciperia	Specifications
Andy Bentley	Fluids Research/CBoL
Richard Sabin	
Bethany Palumbo	Food Policy
Rebecca Newberry	Fran Ritchie
Annette Van Aken	Resources (RDU USA)
Kelly Sendall	Resources (RDU Canada)
Lori Benson	Cindy Opitz
Clare Valentine	Tim White
Armando Mendez	Risk Assessment

Documentation Committee

Elizabeth Leith	Co-chair
Margaret Landis	Co-chair
Stephanie Allen	Mireia Beas-Moix
Elana Benamy	Jessica Cundiff
Jean-Marc Gagnon	Mariko Kageyama
Marcia Revelez	Catherine Riddle
Margaret Landis	Citations
Barbara Moore	Diana Dicus
Ann Pinzl	Rebecca Peters
John Simmons	Cindy Ramotnik
Robert Waller	Janet Waddington
Lori Benson	Greg Watkins-Colwell
Jessica Utrup	NHCOLL-L list manager

Election Committee

Bethany Palumbo	Chair
Kelly A. Sendall	

Emerging Professionals

Kari Harris	Chair
Meghann Toner	Archive Committee
Fran Ritchie	Best Practices Committee
Cindy Opitz	Conservation Committee
Stephanie Allen	Documentation Committee
Dani Measday	International Relations
Kari Harris	Membership Committee
Bethany Palumbo	Mentorship Committee
Amanda Neill	Professional Development
Mireia Beas-Moix	Publications Committee
Kati Kirkham	Web Committee

Executive Committee

Andy Bentley	Chair
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Finance Committee

Robert Waller	Co-chair
Suzanne B. McLaren	Co-chair
Chris Norris	Lisa Palmer
Ruth O'Leary	Tim White

Legislation and Regulations

Sally Shelton	Chair
Andy Bentley	TDG
Stephanie Carson	Debra Trock
James Macklin	Greg Watkins-Colwell

Long-Range Planning

Linda S. Ford	Co-chair
Clare Valentine	Co-chair
Laura Abraczinskas	Richard Sabin
James Macklin	Debra Trock
Ann Molineux	Tim White
Bethany Palumbo	

Membership Committee

Tiffany Adrain	Chair
Elena Benamy	Rachel Malloy
Mireia Beas-Moix	Ann Molineux
Kari Harris	Ann Pinzl
Talia Karim	Greg Watkins-Colwell

Professional Development Committee

Amanda Neill	Co-chair
Jeff Stephenson	Co-chair
Elena Benamy	Mariko Kageyama
Linda Hollenberg	Rusty Russell
Bushra Hussaini	Jennifer Strotman
Robert Huxley	Lindsay Woodruff
Amanda Lawrence	

Publications Committee

Christine Johnson	Chair
Cindy Ramotnik	Assoc. Editor Collection Foru
Paula Work	Assoc. Editor Collection Foru
Janet Waddington	Assoc. Editor Collection Foru
Liath Appleton	Newsletter Editor
Lori Schlenker	Newsletter Assistant Editor
Lynn Jones	Assoc. Editor Book Reviews
Leslie Skibinski	SPNHC Leaflets
Tim White	Special Projects Editor

CF Editorial Board

Chris Norris	Chair
Ruth O'Leary	Ann Molineux
Susan Butts	Cindy Ramotnik

Recognition and Grants Committee

Chris Norris	Chair
Suzanne B. McLaren	Jean-Marc Gagnon

SPNHC Web Site

Liath Appleton	Co-chair
Ann Molineux	Co-chair
Katie Kirkham	
Lynn Jones	Judith Price
Jean-Marc Gagnon	
Bushra Hussaini	Janet Waddington
James Macklin	Tim White

SESSIONAL COMMITTEES

International Relations

Sue Ryder	Chair
Dani Measday	

US Federal Collections

Chris Norris	Chair
Rochelle Bennett	Terry Childs
Matthew Brown	Scott Foss
Carol Butler	Greg McDonald
Sally Shelton	Tim White

ORGANIZATIONAL REPRESENTATION

Alliance of Natural History Museums of Canada (ANHMC): Kelly Sendall

American Alliance of Museums (AAM):

American Inst. Conservation of Historic and Artistic Works (AIC): Gretchen Anderson, Jude Southward

American Society of Ichthyologists and Herpetologists (ASIH): Greg Watkins-Colwell

American Society of Mammalogists (ASM): Suzanne B. McLaren

American Society of Plant Taxonomists (ASPT): Richard Rabeler

Association of Academic Museums and Galleries (AAMG):

Association of Registrars and Collections Specialists (ARCS): Annette Van Aken

Geological Society of America (GSA): Ann Molineux

Global Biodiversity Information Facility (GBIF): James Macklin

Integrated Digitized Biocollections (iDigBio): Deb Paul

International Council of Museums-Committee for Conservation (ICOM-CC):

International Society for Biological and Environmental Repositories (ISBER): Carol Butler

Natural Sciences Collections Association (NatSCA): Roberto Portela Miguez

Natural Science Collections Alliance (NSC Alliance): Robert Gropp

Paleontological Society (PS): Jessica D. Cundiff

Scientific Collections International (SciColl): Barbara Thiers
Small Collections Network (SCNet): Anna Monfils
Society of Herbarium Curators (SHC): Richard Rabeler
Society of Vertebrate Paleontology (SVP): Matt Brown
Taxonomic Databases Working Group (TDWG): James Macklin

Minutes of the Secretary: 2014

Society for the Preservation of Natural History Collections
Minutes of the Annual Business Meeting
27 Jun 2014
Amgueddfa Cymru – National Museum Wales
Cardiff, UK

Members Present: 65 members in attendance.

Call to order: The President called the meeting to order at 9:04 am.

1. Agenda

Motion: To approve the agenda.

Moved: J. Macklin; Seconded: S. Ryder

Carried

2. Minutes

Motion: To accept the minutes of the last Annual Business Meeting, 21 Jun 2013, South Dakota School of Mines and Technology, Rapid City, SD, USA.

Moved: D. Hardy; Seconded: G. Anderson

Carried

3. President's Report

See written report in ABM package. C. Norris welcomed incoming council members and new society representatives M. Brown (SVP) and D. Paul (iDigBio) and thanked outgoing council members J.-M. Gagnon, J. Price, S. Butts, M. Kageyama, and G. Anderson. A. Bentley briefly outlined a review of mandate of representatives to other societies, and noted a committee of external relations will be established. C. Norris mentioned the establishment of the Christine Allen Travel Grant, and thanked the local organizing committee for an exceptional job to enthusiastic applause.

4. Treasurer's Report

R. O'Leary presented her written report, including changes to the 2014 budget. C. Norris also thanked donors, particularly to the Christine Allen Travel Grant, and admonished delinquents to pay their dues.

Motion: To accept our new and re-instated members for 2013 and 2014.

Moved: R. Rabeler; Seconded: T. White

Carried

Motion: To accept the report of the Treasurer and 2014 budget as amended.

Moved: L. Abraczinskas; Seconded: R. Waller

Carried

5. Reports of Standing Committees:

a. **Archives:** See written report in ABM package.

b. **Best Practices:** See written report in ABM package. T. White reported that a wiki has been established for society, will be open for use in August.

c. **Bylaws:** See written report in ABM package.

d. **Conference:** See written report in ABM package.

e. **Conservation:** See written report in ABM package.

f. **Documentation:** See written report in ABM package. A. Pinzl noted that citations, previously published in the newsletter, are available at spnhc.org

g. **Elections:**

B. Palumbo opened nominations for two Members-at-Large.

- h. **Finance:** on hiatus.
- i. **Legislation and Regulations:** See written report in ABM package.
- j. **Long-Range Planning:** See written report in ABM package.
- k. **Membership:** See written report in ABM package.
- l. **Professional Development:** See written report in ABM package.
- m. **Publications:** See written report in ABM package.
 - S. Butts welcomed new Managing Editor Christine Johnson and Newsletter editor Mireia Beas-Moix. She announced the winner of the contest to rename the newsletter was Kelly Sendall, who receives a year's free membership. The new name will be "SPNHC Connection". She described the portal system for the electronic versions of the newsletter and Collection Forum utilizing Allen Press's Pinnacle System.
 - C. Norris reported on progress on the revision of "Storage of Museum Collections: A Preventive Conservation Approach"; removing "Natural History" from title, adding more disciplines to broaden appeal and increase sales. Lisa Elkin and Chris Norris are the special publications editors; publication will take place in partnership with AIC and Smithsonian NMNS. Will be formatted for publication as an ebook with microinventory print runs to reduce liability of unsold stock. Cost of publication will be met by combining savings from electronic publication of SPNHC periodicals, a portion of the donation from the Yale LOC and a contribution from the NMNS. Publication scheduled for May 2016.
- n. **Recognition and Grants:** See written report in ABM package.
- o. **Web:** See written report in ABM package.

6. Reports of Sessional Committees.

- a. **Governance:** See written report in ABM package.
- b. **International Relations:** See written report in ABM package.
- c. **Mentorship:** See written report in ABM package.
 - A. Bentley reported that the aims of the committee have been fulfilled. The international node program will be taken over by the International Relations Sessional Committee and the mentorship role by Professional Development and Recognition and Grants Committees.

8. Representative Reports

See written reports in ABM package.

9. New Business:

- a. **Memorandum of Understanding (MoU) with NatSCA and GCG**
 - S. Ryder described the agreement signed during the conference and invited suggestions for ways the groups can enhance their cooperation.
- b. **Memorandum of Understanding (MoU) with iDigBio**
 - A. Bentley described the overlap of SPNHC and iDigBio's goals in digitizing collections and best practices. An MoU is being developed.
- c. **Heritage Health Index**
 - C. Hawks: Survey starting this year for completion in 2015. She encouraged all USA museums or collecting institutions to participate in survey via www.heritagepreservation.org. This survey could result in new resources, so good representation will ensure the natural sciences have their share.
- d. **Awards**

J.-M. Gagnon, chair of Recognition and Grants Committee noted that the society has privilege to recognize individuals who make contributions to the society and our professional field:

1. Special Service Award to 2014 LOC chair Julian Carter
2. President's Award to Judith Price
3. Carolyn L. Rose Award to Dr. Tom Strang

e. **Upcoming Meetings:**

2015: E. LeCompte, chair of LOC at the Florida Museum of Natural History presented an update on meeting plans for 17-23 May 2016. More information at:

<http://www.flmnh.ufl.edu/index.php/spnhc2015/home/>

2016: P. Giere, C. Löhne and C. Quaiser extended their invitation for SPNHC to meet in Berlin, 20-26 June 2016. Theme will be the Green Museum.

Motion: That the membership accepts the invitation from Museum für Naturkunde Berlin and Botanischer Garten und Botanisches Museum Berlin to host the 2016 annual conference of the Society for the Preservation of Natural History Collections.

Moved: L. Skibinski; Second: B. Palumbo

Carried

10. Old Business: none raised

11. Announcements:

- a. D. Paul: camera found, owner identified
- b. T. Strang: His Rose Award nominator Margot Brunn is retiring today from the Royal Alberta Museum, offered his thanks for her membership in and service to SPNHC.

12. Transfer of office

C. Norris passed the gavel to A. Bentley, J. Price invited A. Molineux to take the Secretary's chair. Bentley thanked Norris and Price for their work. A. Bentley: "So Pinky, what do we do next?"

13. ADJOURNMENT

Motion: To adjourn.

Moved: J.-M. Gagnon

The meeting was adjourned at 10:34

Carried

Respectfully submitted,
Judith C. Price
Past Secretary, SPNHC

Report of the President

Amazing how quickly a year flies by!!! I will start my report with the obligatory statement about how hard it is to believe that a year has already gone by since I became President.

Before briefly reviewing the progress from the year I would firstly like to welcome our newest Members-at-Large. Bethany Palumbo, Conservator, Life Collections at the Oxford University Museum of Natural History and also one of our first Fitzgerald Travel Grant recipients; and Rusty Russell, Program Director for Collections and Informatics, United States National Herbarium, Smithsonian Institution. Collectively they bring both fresh ideas and vast experience with collections to the table and we look forward to interacting with both of them. Their three year term begins at the end of this meeting.

Thanks also go to Richard Sabin and Greg Watkins-Colwell, our outgoing Members-at-Large. This year we also lost the long standing services of our secretary Judith Price who retired after many years of dedicated service to the society and its members. We thank her and wish her everything of the best in her future endeavors. Ann Molineux has stepped in to the breach and I look forward to working with her over the next year or so.

We also had some changes in our committee structure with a new sessional committee on US Federal Collections initiated under the leadership of Past President Chris Norris and with members included from various Federal agencies. They have been asked to consider ways in which SPNHC and the various collection-holding Department of the Interior (DoI) agencies could work together to promote best practices in collections care and to help address some of the issues of accountability for collections that are being imposed on them. The committee hosted a special session at this meeting and was instrumental in writing a SPNHC response to the recent call for comment on the DoI proposed new information collection. Linda Ford stepped down as chair of the Ethics Committee as they wrapped up their business, but steps in as President Elect. Liath Appleton joined us as the new editor of the SPNHC newsletter, SPNHC Connection. The newsletter has grown in leaps and bounds with more content than ever, while the online format brings new ways of engaging with this content. Thanks go to outgoing newsletter editor Mireia Beas-Moix for her hard work in placing our new digital newsletter on such a stable footing. Amanda Neill also stepped down as fearless leader of our highly successful DemoCamp endeavors to be ably replaced by Rusty Russell. She also stepped down as co-chair of our Professional Development Committee after stepping in to assist after the meeting in Cardiff. We thank her for her many years of service. Tim White has also indicated he will be stepping down as co-chair of best practices and our thanks are extended to him. The Society will obviously be looking to fill these vacant positions and we would encourage anyone with an interest in serving us in this capacity to step forward and make themselves known.

A belated thank you to the Local Organizing Committee of the Cardiff meeting. The hard work of Julian Carter and his group was much appreciated. The meeting was a resounding success with a large international contingent broadening our membership base and forging new partnerships in the international collections community. We hope that this will be further cemented at our meeting in Berlin in 2016.

As has become customary in these reports I will address our highlights through the goals of our recently enacted strategic plan. The first goal of this plan is to show leadership in defining and developing the profession of natural history collections care. Once again we are fostering and nurturing the new generation of professionals through the provision of Fitzgerald and Christine Allen travel grants to the annual meeting. This year we have six enthusiastic travel grant awardees who will hopefully follow in the footsteps of previous awardees in becoming active participants in the Society and our recently created Emerging Professionals Committee. The enthusiasm and progress of this group is encouraging and we are very proud of their achievements. They have an active membership who are contributing to their Blog, *Cracking the Collections*, Facebook and Twitter social media streams as well as liaisons providing new perspectives and ideas to each of our standing committees. They have an active presence at this meeting with events for new and old members alike.

We continue to engage the wider community through our website and the NHCOLL-L listserv and have made significant strides in implementing the infrastructure necessary to get our planned best practices wiki up and running. We now have a presence on Biowikifarms that will serve as the basis for best practices content and committee pages to facilitate, engage and inform the collection community of both SPNHC business and best practices in general. Thanks to Tim White, James Macklin and Rachael Arenstein for continuing to work on this important SPNHC product. Information on this resource will hopefully become public very soon.

Late last year we were awarded a 5-year NSF-funded Research Coordination Network (RCN) grant to investigate the building of a sustainable community to implement a Network Integrated Biocollections Alliance (NIBA). This is a collaboration with the Natural Science Collections Alliance (NSCA) and the American Institute of Biological Sciences (AIBS). Although considerable work has already been done by iDigBio in the realm of digitization and access to collections, a lot of work remains to be done. The funding for iDigBio will eventually run dry and the task of this RCN is to investigate ways of sustaining and expanding upon this great start. The RCN's work has already begun with the formation of an Advisory Council who will lead the process and schedule workshops around the key goals of NIBA. An initial meeting of this advisory council was held in Washington, DC in February of this year at which a number of key deliverables were discussed and outlined. You have heard more about these from Rob Gropp during the plenary session of this meeting, including a rebranding of the RCN to avoid confusion over the goals of the initial NIBA report. Building and engaging a large community of stakeholders and interested parties both within and outside our traditional realm is key to the success of this plan and that is where you come in. SPNHC, as a leading partner in this initiative and having within its membership the knowledgeable, dynamic, enthusiastic people who will form the driving forces behind any such plan, will need its members to become fully involved in the process now. Your ideas and views are important and your input is solicited at this early stage. There will be more news in the coming months concerning other initiatives to engage the collections community and the ever growing community of end users of collections data. But, before we can engage these end users we need to better understand our own community and another of our key partners is attempting to do this. The Global Registry of Biodiversity Repositories (GRBio) is facilitating an online registry of authoritative information about all collections. This is a huge undertaking and at a meeting in May of this year, SPNHC was identified as a key partner in this process. I would encourage everyone to take an active role in this growing international effort.

The second goal of the plan is to communicate the activities of the Society to its membership, stakeholders, and the general public. Here again, we have made significant strides. Our transition to digital publication of both Collection Forum and our Newsletter is finally complete and both now provide new and exciting ways of providing this content and engaging our membership. Our agreement with the American Institute of Conservation and the Smithsonian's National Museum of natural History to replace the Storage of Natural History Collections book is at an advanced stage with a signed MoU between the three partners to produce Preventive Conservation: Approaches to Collection Storage (a working title). They have an editorial board in place, have started lining up authors for various chapters and begun the hard work of putting together what promises to be a compelling resource.

Publications are one method of communicating our goals, but there is no better way of doing this than through personal contact. Once again, our committee meetings will be held during the regular meeting to facilitate a more active participation from our membership and I hope a number of you took advantage of that. This year SPNHC will also continue its tradition of co-sponsoring two specialist sessions at the 2015 meeting of the Geological Society of America (GSA) entitled *Using Digitized Data in Geological and Paleontological Research* (organized by Talia Karim and Gil Nelson) and *Specimen-Based Research and the Reality of Paleontological Resource, Specimen and Data Management: Strengthening Partnerships among Federal Land Managers, Repositories, and Researchers* (organized by Kathy Hollis and others) to be held in November of this year in Baltimore, Maryland.

We have also continued building a community of stakeholders in the collections community through active partnerships, and in some cases formal MoUs, with societies and organizations that have common or complimentary goals. This not only has obvious benefits for our NIBA initiative but also ensures collaboration and communication throughout the community toward a common agenda. We are working closely with not only NSCA, AIBS and AIC as mentioned above but also iDigBio, GSA, GCG, NatSCA, ICOM, AAM and many other national and international partners.

The third goal of the plan is to make more efficient use of our financial resources. With our switch to digital publication, our increased membership and wonderful support from vendors and donors, we are on a sound financial footing. Our vendor's assistance in supporting our newsletter and annual meetings is much appreciated. Tim White continues to manage these long-term relationships and their support is vital in providing the society with this financial backing. Many of these sponsors are at this annual meeting and I encourage you to visit their stands and thank them for their support.

The final goal of the plan is to work internationally to further the goals of the Society. Suzanne Ryder, through the Sessional Committee on International Relations, continues to pursue international collaborations and to investigate SPNHC's role in the worldwide community. Through our MoU agreement with GCG and NatSCA, and with input from various EPG members, an initial report has been

drafted and will be presented at the annual meeting. We are also actively engaging members in other parts of the world to find methods by which SPNHC can provide much needed support.

I hope from this brief summary, and the more detailed committee reports that follow, it is evident that SPNHC has been productive on behalf of its members. As is always the case however, the society cannot function without the active involvement of its membership. Our lofty goals can only be achieved through your participation in the running of the society and the activities of its committees. I would encourage all of you to join one or more of our committees, run for office or nominate a colleague.

I thank all of our current council members for their dedicated service and lastly wish to thank the local organizing committee of this meeting, under the leadership of Elise LeCompte, for a wonderful meeting. I wish you all a great year ahead.

Respectfully submitted,
Andrew Bentley

Report of the Treasurer

In 2014, the Society's total net assets increased to \$242,613 from a total of \$219,236 the previous year. Liabilities and net assets for 2014 totaled \$269,243. Operating income was generated from three sources: membership dues, advertising in the Newsletter, and publication sales. A total of \$31,060 in membership dues was received. Sales of our six publications plus royalty payments brought in \$9,049. A total of \$3,565 in donations was received.

Sixty-four subscribers and 469 individuals, institutional, corporate and student members renewed their membership for the year 2014. Of the 566 active SPNHC members in 2014, 100 joined for the first time.

Major expenses for the Society in 2014 were \$3,766 for the Christine Allen grant and the Fitzgerald Travel grants, \$3,143 for two issues of the SPNHC Newsletter, \$2,553 for membership booth accessories and transportation to meetings, and \$1,548 to support travel and accommodation for a meeting to discuss the upcoming Storage book.

Additional expenses include \$950 for annual hosting fees for the SPNHC website plus fixes to the website, \$886 for printing extra copies of SPNHC books, \$539 for the online hosting of *Collection Forum* Vol 28 (additional expenses for this publication were paid in 2015), \$421 for the 2014 election, \$377 for Chris Norris to travel to Washington, DC to meet with curators from the Department of the Interior, and \$275 for the annual fee to Cross Ref. The Treasurer's Office incurred the following expenses: \$5,500 for the 2013 financial review, tax preparation and filing, \$3,273 for insurance, and \$453 in merchant fees.

Long-term investment funds were consistent with the market; SPNHC investments saw a market value gain of \$1,392 while the money market account earned \$8,810 in dividends, capital gain distributions and interest. The CD account earned \$58 in interest.

The first part of 2015 has seen good income activity. By March 31, \$30,850 has been received from membership dues, including deferred dues paid in 2014. As of March 31, 2015 we have 554 active members, including Life members.

Membership renewals included 15 student, 319 individual, 56 library/subscriptions, 27 institutional and 6 corporate renewals. As of March 31, 98 new members have joined in 2015, of which 27 are student memberships, 8 are institutional, 1 is library and the remainder are individual. By March 31, 129 members who paid in 2014 had yet to renew for 2015.

Please pay your dues on time.

In the first quarter of 2015 sales of all our publications total \$1,042. Additionally, by March 31, we received \$823 in royalties from Copyright Clearance Center. We have received \$170 in unrestricted donations and \$1,431 in restricted donations. A sincere thank you to all.

Expenses incurred in FY2015 as of March 31 include \$17,901 for publishing and printing *Collection Forum* Vol. 28 and the Spring 2015 Newsletter, \$5,000 for to Burdette, Smith & Bish for the 2014 Financial Review, \$570 for reprinting the Storage: Ideas volume, \$500 for membership booth rental at GSA 2015, \$467 for PayPal fees and \$100 for P.O. Box rental. The Society anticipates expenses related to publications, travel grants, updates to the membership database, projects to be undertaken by the Best Practices Committee, the trade show booth and 2015 online election.

Please contact the SPNHC Treasurer for further details.

For their help throughout the year, I would like to extend thanks to Andy Bentley (University of Kansas), Chris Norris, Susan Butts, and Tim White (Yale Peabody Museum of Natural History), Judith Price (Canadian Museum of Nature), Ann Molineux (University of Texas at Austin), and Christine Johnson (American Museum of Natural History). The American Museum of Natural History, Division of Paleontology provided general office support for the Treasurer.

Respectfully submitted,
Ruth O'Leary, Treasurer

For the 2014 financial review please see the [Appendix](#).

FY2013 Donations

Since May 1, 2014

Tiffany Adrain
Hans Arnen Nakrem
Helen Bilinski
Daniel Brinkman
Michelle Coyne
Shirley Harpham
Jana Horak
Jana Horak
Gay Hunter
Carol Kelloff
Kelly Markello
Teresa Mayfield

Jacqueline Miller
Ann Molineux
Jane O'Donnell
Lisa Palmer
Judith Price
Fran Ritchie
Barbara Thiers
Francesc Uribe Porta
Janet Waddington
Robert Waller
Wendy Zomlefer

Thank You

FY2014 Donations

As of March 31, 2015

Gretchen Anderson
Scott Boback
Matthew Brown
Sakuma Daisuke
Jennifer Doubt
Lisa Goldberg
Nigel Larkin
Amanda Lawrence
Valerie Levesque-Beaudin
Judith Lloyd
Armando Mendez

Hollinger Metal Edge
Glenna Nielsen
Chris Norris
Deborah Paul
Margaret Reilly
Jeff Stephenson
Thomas Strang
Katherine Webbink
Mark Wetter
Gaylord
University Products

Thank You

**FY 2014 SPNHC Operating Budget
01 January –31 December 2014**

As of April 30, 2014

INCOME	Projected	Realized	Variance
(1) Dues @ \$20, \$45, \$55, \$75, \$350	\$20,000	\$31,060	\$11,060
(2) Life Members @\$1,125	\$1,125	\$0	(\$1,125)
(3) Publication Sales	\$8,300	\$9,049	\$749
(4) Collection Forum Page Charges	\$100	\$1,800	\$1,700
(5) Mailing List Sales	\$150	\$0	(\$150)
(6) Unrestricted Donations	\$100	\$650	\$550
(7) Temporarily Restricted Donations	\$50	\$2,915	\$2,865
(8) Operating Account Interest	\$4	\$7	\$3
(9) Advertising in Newsletter	\$1,200	\$7,520	\$6,320
(10) Transfer from Future Publication Fund	\$25,304	(\$28,585)	(\$53,889)
TOTAL INCOME	\$56,333	\$24,415	(\$31,918)
EXPENSES	Projected	Realized	Variance
(11) Archives Committee	\$250	\$0	(\$250)
(12) Election Committee	\$400	\$421	\$21
(13) Executive Contingency Fund	\$3,000	\$0	(\$3,000)
(14) Membership Committee	\$5,000	\$2,553	(\$2,447)
(15) Publication Committee	\$25,833	\$6,417	(\$19,416)
(16) Recognition and Grants Committee	\$4,250	\$3,766	(\$484)
(17) Treasurer's Office	\$10,350	\$9,781	(\$569)
(18) Web Committee	\$5,000	\$950	(\$4,050)
(19) President's Contingency Fund	\$2,100	\$377	(\$1,723)
(20) Society Business: Heritage Preservation Fees	\$150	\$150	\$0
TOTAL EXPENSES	\$56,333	\$24,415	(\$31,918)

**FY 2015 SPNHC Operating Budget
01 January –31 December 2015**

As of March 31, 2015

INCOME	Projected	Realized	Variance
(1) Dues @ \$20, \$45, \$55, \$75, \$350	\$30,000	\$30,850	\$850
(2) Life Members @\$1,125	\$500	\$0	(\$500)
(3) Publication Sales	\$6,500	\$1,866	(\$4,634)
(4) Collection Forum Page Charges	\$100	\$0	(\$100)
(5) Mailing List Sales	\$150	\$0	(\$150)
(6) Unrestricted Donations	\$300	\$170	(\$130)
(7) Temporarily Restricted Donations	\$2,000	\$1,431	(\$569)
(8) Operating Account Interest	\$4	\$2	(\$2)
(9) Advertising in Newsletter	\$3,000	\$450	(\$2,550)
(10) Merchandise sales	\$850	\$0	(\$850)
(11) Transfer from Future Publication Fund	\$46,170	\$0	(\$46,170)
TOTAL INCOME	\$89,574	\$34,769	(\$54,805)
EXPENSES	Projected	Realized	Variance
(12) Archives Committee	\$125	\$0	(\$125)
(13) Election Committee	\$500	\$0	(\$500)
(14) Executive Contingency Fund	\$999	\$0	(\$999)
(15) Membership Committee	\$5,000	\$500	(\$4,500)
(16) Publication Committee	\$57,100	\$18,470	(\$38,630)
(17) Recognition and Grants Committee	\$5,250	\$0	(\$5,250)
(18) Treasurer's Office	\$13,350	\$5,567	(\$7,783)
(19) Web Committee	\$5,000	\$0	(\$5,000)
(20) President's Contingency Fund	\$2,100	\$0	(\$2,100)
(21) Society Business: Heritage Preservation Fees	\$150	\$0	(\$150)
TOTAL EXPENSES	\$89,574	\$24,537	(\$65,037)

New Memberships Received in 2014

Since May 1, 2014

Institutional Members

Kelly Tomajko; Denver Museum of Nature and Science

Regular Members

Belinda Bauer
Ellen Carrlee
Tatiana De Souza Vargas
Dianne Fitzpatrick
Sam Heads
Jana Horak
Sarah Huber
Rebecca Kaczkowski
Peter Lillywhite
Kristen MacKenzie
Kelly Markello

Jacqueline Miller
Anna Monfils
Jenna Mortensen
Jane Pickering
Véronique Rouchon
Robin Thomson
A. C. Timmermans
Laura Vietti
David Werneke
Susan Wright

Student Members

Helen Bilinski
Brittany Bowen
Michael Elgey
Lynn Harrell

New Members Received in 2015

As of March 31, 2015

Institutional Members

Rachel Atlas; Rhode Island School of Design, USA
Emma Burns; Otago Museum, New Zealand
Sofie Desmedt; Planetarium Meise, Belgium
Gerhard Pohle; The Hunstmas Marine Science Centre, Canada
Heather Stehle; Crane Hollow Preserve, USA
Piet Stoffelen; Planetarium Meise, Belgium
Alfred Thomson; Florida Fish and Wildlife Conservation Commission, USA
Trinity Williams; Ferris State University, USA

Library Members

Botanic Garden Meise, Belgium

Regular Members

Maria Judite Alves	Charlotte Germain-	Brad Ruhfel
Barry Baker	Aubrey	George Russell
Melody Basham	Emily Gillespie	Daisuke Sakuma
Melissa Bechoefer	Alastair Graham	Carolyn Sheffield
Walter Berendsohn	Paul Grant	Chase Shelburne
Erin Bilyeu	Ruth Hamilton	Andrew Simons
Jessica Bird	Laurie Hannah	Amy Smith
Scott Boback	Yvette Harvey	Dena Smith
James Boone	Anne Iverson	Emily Smith
Bryan Brunet	Sara Ketelsen	Katie Smith
Lian Bruno	Paul Kimberly	Pamela Soltis
Christina Byrd	Emilia Kingham	Piet Stoffelen
Paul Callomon	Erica Krimmel	John P. Sullivan
Mariel Campbell	Alexander Krings	Mahoro Suzuki
S. Terry Childs	Valerie Levesque-	Wendy Taylor
Erica Clites	Beaudin	Eric Tepe
Jill Czerwonky	Edgar Lickey	Stéphanie Tessier
Yemisi Dare	Nyssa Mildwaters	Erin Tripp
Mary Ann Feist	Erin Murphy	Katherine Webbink
Scott Foss	Masahiro Ohara	Andrea Weeks
Patricia Gentili-Poole	David Pecor	Elizabeth Wommack
	Julia Robinson	

Student Members

Evan Anderson
Christopher Capobianco
Claire Curran
Heather Dame
Ryan Ellis
Cheyenne Gerdes
Joshua Hamrick
Curtis Hansen
Kelsey Hornung
Kenny Jones
Kaitlin Kuzdak
Chia-Hua Lue
Crystal Maier
Gabrielle Maltaverne

Lindsey Martin
Jonathan Nations
James Powell
Mary Rath
Valeria Segui
Vaughn Shirey
Michelle Smith
Harlan Svoboda
Christopher Thigpen
Jennifer Torres
Huong-Lien Tran
Alyson Wilkins
Derek Woller

Standing Committee Reports

Archives

BACKGROUND

The Smithsonian Institution Archives (SIA) houses the archives of SPNHC. SIA currently holds 16 deposits of SPNHC material totaling 23.5 cubic feet. Examples of this material include *Collection Forum*, SPNHC newsletters, documentation of annual meetings, financial files, election ballots, member-at-large files, various committee files, videos, CDs, and photographs.

PROCEDURE

The committee chair acts as liaison between SIA and SPNHC. The committee receives, lists, and transfers material to the Smithsonian Institution Archives when sufficient quantities accumulate. All material that is deposited within a fiscal year (October 1 through September 30) is assigned the same accession number and housed in the same storage box/unit. Some SPNHC archives need to be rehoused in archival materials prior to transfer to SIA. All material that has been received since the last deposit is being held by the committee.

CURRENT WORK

Although SPNHC is publishing electronically, printed copies of the SPNHC newsletters and Collections Forum are being deposited in SPNHC's archives. No requests for archived information were received by the chair in the past year. Material for deposit was received from Susan Butts in January, and from Judith Price in April 2015. Meghann Toner and/or Linda Hollenberg continue to photo document the SPNHC annual meetings. As per SIA protocols, both electronic and physical materials are being prepared for deposit in SIA.

Committee Members:

Linda Hollenberg, Chair
Lisa Palmer
Meghann Toner

Best Practices

Last October SPNHC co-hosted a technical session at the Geological Society of America (GSA) with iDigBio and the Paleontological Society. Talia Karim (University of Colorado, Boulder) and Tim White with Gil Nelson (iDigBio) organized the best practices a session Advancing the Digitization of Paleontology and Geoscience Collections: Projects, Programs, and Practices. This is the second co-sponsored session at GSA in four years and there has been considerable interest in best practices in the geological community. Discussions are underway about another session at GSA in 2015 or 2016.

Over the past couple years, interest has been growing amongst a group of museum archivists and collections managers about practice and methods for managing museum archival collections. This spring, Christina Fidler (MVZ), Barbara Mathe (AMNH), Rusty Russell (NMNH) and Tim White are hosting a panel discussion at the annual meeting of the Council for Library and Information Resources, entitled Grinnell to GUIDs: Connecting Natural Science Archives and Specimens. At the Society of American Archivists annual meeting this August, a lightning session entitled A Different Type of Animal? Advocating for Natural Science Archives is on the agenda and looks to bring the museum archivists and collections managers together to discuss challenges with natural history museum archive collections. Discussions are continuing with other professional societies for co-sponsored sessions. If anyone is interested in organizing a "Best Practices Session" at a discipline meeting please touch base with the Best Practices chairs.

James Macklin and Tim White have been working with the SPNHC Web Committee on the development of a SPNHC wiki for the management of information as it relates to committee activities and best practices documentation case studies of specific topical areas. With Council approval, Rachel Arenstein has been contracted to assist with the development and training of the SPNHC wiki over the next two years.

At the end of this annual meeting, Tim White and James Macklin will be stepping down as co-chairs of the Best Practices Committee. If you are interested in filling this important post in the Society please contact President Andy Bentley.

Respectfully,

Tim White
Yale Peabody Museum

James Macklin
Agriculture and Agri-Food Canada

Bylaws

The Bylaws Committee is responsible for the continued development of the Society Bylaws as needed, monitoring Society activities to ensure agreement with the Bylaws, and for periodic updates to the Leadership Manual of the Society.

Bylaws: No new issues were brought to the attention of the committee this year.

Leadership Manual: the next round of reviews and edits to the Leadership Manual will take place over the summer.

Respectfully submitted,
Chris Norris, Chair

Conference

Arrangements for the 2015 meeting, to be held at Florida Museum of Natural History, Gainesville, FL, started under the leadership of Elise Lecompte and Donna Ruhl, and continues to progress with Elise Lecompte as the lead organizer. Member concerns were received by the committee in regards to the workshops (which will be free) and field trips not being finalized before early registration ended (31 January), and some issues with registering at the conference host hotel, Hilton University of Florida. All matters were discussed with the LOC, which was very receptive, and several avenues were suggested and/or provided to the LOC to help get meeting updates out to SPNHC members in a timely manner. In general, conference information and details were posted on the meeting website at: <http://www.flmnh.ufl.edu/index.php/spnhc2015/home/>. In addition, SPNHC formally accepted the meeting venue offer from Berlin, Germany for 2016, and has an offer for the 2017 meeting from Denver, Colorado. There also have been preliminary inquiries for meeting venues for 2018 and efforts will continue to work with these to finalize plans.

Work continues on the draft Policies and Guidelines for Planning and Conducting Annual Meetings document in conjunction with past, present and future local organizing committees.

Respectfully submitted,
Linda S. Ford, Chair

Conservation

Food service in museums; Team: Rebecca Newberry, Bethany Palumbo and Fran Ritchie

The food service survey was circulated during the spring of 2014, and since then the team has been working diligently on correlating the 351 responses. Newberry, Palumbo and Ritchie have completed this and written up the results. They will be presenting results at the American Institute for Conservation annual meeting in Miami, Florida (May 13-16, 2015) and at the SPNHC annual meeting in Gainesville. The report and data will be published, although the final disposition has not been decided at this point. Web committee is working on a Wiki site for sharing best practices, so that would be the logical choice for distribution. Other possibilities for publication will include the SPNHC newsletter, and Collections Forum. The next steps into making a best practices out of the results will be discussed at the Conservation Committee meeting in Gainesville. The subcommittee members would like to hear from people if they have good illustrative stories to add to the report. Contact Bethany (bgpalumbo@hotmail.co.uk), Rebecca (newberry@smm.org) or Fran Ritchie (franritchie@gmail.com) if you have food service stories to add, or would like to be part of the discussion

Resource Display Unit; Team: Gretchen Anderson, Lori Benson, Annette Van Aken and Tim White,

The challenge with the current units is that they are out of date, bulky and currently being underused. They are of more use to a North American audience at this time. There has been discussion on the need to modernize the

RDU, making it more flexible and more useful for an international audience. Yale has digitized the samples. Lori Benson has been working on consolidating and updating the Canadian and US updating the materials list. Gretchen Anderson brought the RDU to Pittsburgh in March to both display it at a Preservation Fair hosted the Carnegie Museum of Natural History, the Carnegie Library of Pittsburgh, the Hunt Library and other preservation professionals. Anderson is looking more closely at the RDU in order to update materials. During the past year there have been several suggestions on how to make the product more accessible. These include: replacing the current units with a poster, perhaps printable from the web site; creating a small kit with samples, associated with the poster or with the membership booth; a test case for using new Wiki to discuss and add comments. Other suggestions include linking these initiatives with Simon Lambert's storage design helping website being developed at CCI and the AIC/SPNHC initiative STASH which will contain a materials list. Further discussion needs to happen to determine the most advantageous method of dispersal and how to make this resource useful on a border scale. If you have something to contribute, or would like to be a part of this project, please contact Gretchen Anderson (andersong@carnegiemnh).

Respectfully submitted,
Gretchen Anderson and Robert Waller (co-chairs)

Documentation

Since the 2014 annual meeting, the focus of the Documentation Committee has been focusing on mainly on two "projects/areas."

The first "project/area" is how the Documentation Committee's current scope and duties relates to other SPNHC committees. This effort is attempting to help clarify and redefine how our Committee needs to coordinate, collaborate, and work with other SPNHC Committees (especially Publications, Web, and Best Practices). We are also using this self-analysis to help determine if we need to adjust projects and/or pass any projects to other committees to make the best use of our and SPNHC resources and efforts.

The second "project/area" involves the cleaning of the past citations data of the Citations Subcommittee in order to establish a comprehensive bibliography or database of gathered Natural History related collection care citations available to SPNHC membership and others working with Natural History collections. We hope to have this available on the web in future, but in the meantime, the Subcommittee Chair currently has a comprehensive EndNote library of past citations and is willing to run specific searches upon request (contact Margaret Landis [paleocatstar@ou.edu], if interested).

While it has not been a prime focus this past year, a couple additional "projects/areas" of note are:

- We continue to refine our workflow, including how we are sharing files with each other.
- We continuing to try to keep track of potential documentation needs or areas with unpublished best practices or areas that may have unclear or potentially unclear documentation within the profession of natural history care.

While we continue working on our various "projects/areas," we encourage all SPNHC members to continue to voice potential needs within the profession that are lacking clear or established documentation so we can help work toward rectifying any holes, even if we need to pass the idea to a more appropriate committee as we work towards greater collaboration within SPNHC.

Citations Subcommittee:

The Citations Subcommittee is continuing to gather citations from diverse sources that cover collection management, care of collections, or information potentially relevant to natural history collections care. While the format has changed (and may continue to evolve, this coming year), we still need assistance in gathering those resources, especially as some come from obscure or less read publications. In order to ensure a more global coverage of articles, we are looking for more international contributions and contributors. Including more contributions that are international has been a slow process and there are many missing from our list. Consequently, we kindly request that you share with us any that you are aware of even if you are not one of our regular contributors. We would prefer to receive information about a publication we already know about than miss them. Additionally, we know we have some gaps in coverage; therefore, we welcome information about all natural history care related publications—even those publications that some may consider older or historical publications—as we are trying to have as comprehensive a compilation of total citations as possible.

We are currently looking for contributors and/or assistance in gathering, formatting, and finding the missing publications to the Citations Subcommittee as retirements and changes in jobs or job responsibilities have shrunk our contributors. While we appreciate all they have done and thank them for their assistance over the years, we are also excited to see who will take their place and continue the Citations legacy they have left us. Please contact the Citations Subcommittee chair, Margaret Landis [paleocatstar@ou.edu], with both any citations you encounter as you gather your own collection care/digitization/cataloging-based articles for reference or if you know of anyone who would be a good asset to the membership of the Citations subcommittee.

Respectfully submitted,
Liz Leith and Margaret Landis (co-chairs)

Elections

Elections Online (<http://www.electionsonline.us/>) was used exclusively this year. The fee from Elections Online was \$408.64.

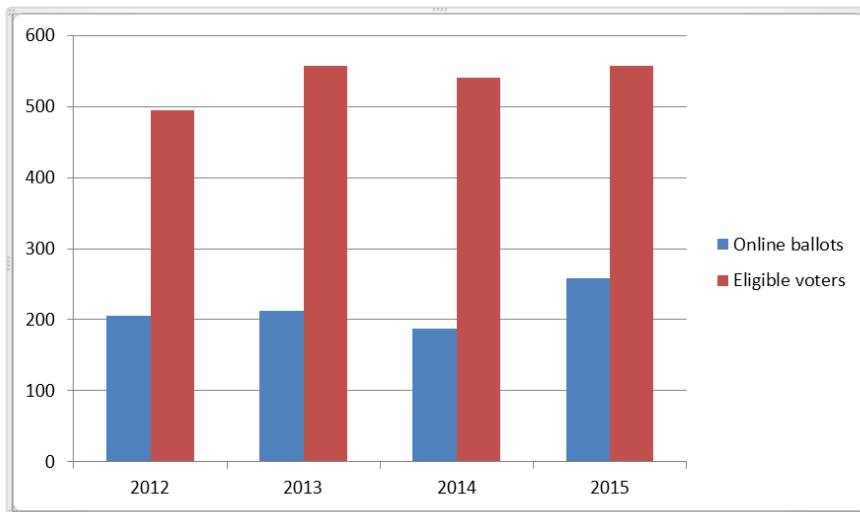
Positions filled are two Members-at-Large. The successful candidates are:

MEMBER AT LARGE **Bethany Palumbo, Oxford University Museum of Natural History, Oxford, UK**
MEMBER AT LARGE **Rusty Russell, Smithsonian Museum of Natural History, Washington DC, US**

There were 11 nominations received from 11 different members. 1 of the members nominated declined to stand. The election started with an email message sent to all members on a 'voting list' (provided to Elections Online based on the Treasurer's most recent membership list as of September 2014). At the close of the election on January 31st 2014, the total number of returned ballots was 259, or 46.5% of the eligible members – an increase of 11.75% from the previous year. The table below outlines the trends over the last 4 elections. This election was the 7th in which members could vote online.

Increase of voters from last year- 34.75% to 46.50% (up 11.75%)

Slight increase of eligible voters from 541 to 557



These results were submitted to the newsletter and also were emailed via NHColl and the existing membership list at the end of the election (February 2nd 2014). This report was submitted for 2015 Council meetings on February 2nd 2014.

Received from Kelly Sendall, Royal BC Museum, email- KSENDALL@royalbcmuseum.bc.ca

Emerging Professionals

As of SPNHC 2014, the Emerging Professionals Group is an official committee. We now run in two sections: the Emerging Professionals Committee and the Emerging Professionals Group. The committee members are responsible for coordinating and completing tasks and events for the group members. These include the *Cracking the Collections* blog, the Twitter and Facebook accounts, the t-shirt design competition and upcoming events at SPNHC 2015.

The *Cracking the Collections* blog celebrated its one year anniversary on February 19, 2015. The blog team recently introduced a new layout to make it easier to browse past articles and expanded the scope of our blog series descriptions to include a greater breadth of collections management topics. During its first year, we had 16 posts showcasing the diversity in natural history collections work, from field collection and exhibits to education and archives. We're looking forward to another great year and are seeking guest post authors!

Our plans and goals for the upcoming year are to:

- 1) Publish a comprehensive international list of all Museum Studies or Museum-related programs, both graduate and undergraduate. I took out the reference to the blog simply because presumably that will be only one of the ways we will publish the museum studies list.
- 2) Hold a T-shirt competition open to all SPNHC members. The prize will be a banquet ticket generously sponsored by iDigBio. Stay tuned for details!
- 3) Host an Emerging Professionals session at the SPNHC Annual Meeting in Gainesville, FL. This session will give emerging professionals an opportunity to gain valuable experience presenting at an international conference in a collaborative and supportive environment.
- 4) Host an Emerging Professionals luncheon at the SPNHC Annual Meeting in Gainesville, FL. This event will be a great way for emerging professionals to network with others new to the field of natural history collections. Tickets will be \$5 and there are only a limited number available so pay close attention for more information!

We will be live tweeting SPNHC 2015 - follow us [@SPNHCEPG](#)

Kari Harris

Finance

The position this committee is currently undetermined

Legislation and Regulations

No report to SPNHC this year

Long-Range Planning

The SPNHC Strategic plan was reviewed in committee, which was attended with a good turnout of members in addition to the committee itself, in Cardiff, Wales. The general consensus was that the society has kept on good track with the short and medium term goals, objectives and actions of the plan. The plan is currently being generally appraised to indicate what has been completed or is in-progress to-date. The remaining objectives will then be assessed by President Andy Bentley to determine if the remaining objectives should be addressed by sessional committees or, if applicable, presented to relevant committee chairs as charges for their committees.

In addition, both the Governance Committee and the Finance Committee were incorporated into the Long Range Planning Committee. The concept being that the products of both committees are integral parts of the implementation and accomplishments of the strategic planning document and should be reviewed at regular intervals.

Respectfully submitted,
Linda S. Ford and Clare Valentine, Co-chair

Membership

The Membership Committee focuses on ways to promote the Society and retain existing, and attract new, members. We are working on advertising, and are interested in hearing from members about what SPNHC does for you, or how you benefit from being a SPNHC member. Please contact Ann Pinzl (apinzl@sbcglobal.net) to contribute a sound-bite or quote. We are looking into ways to increase membership booth display at meetings. In

the past year, the booth was displayed at Botany 2014 and the Geological Society of America Annual Meeting. If you are going to a meeting and are willing to set up the booth (or a pop-up banner), please contact Tiffany Adrain (tiffany-adrain@uiowa.edu). You may be eligible for **free full conference registration**. Shipping can be organized for you (thanks to Greg Watkins-Colwell and Tim White). We now have a UK-based banner in addition to the full booth, and can produce more pop-up banners as necessary. If you are a rep for another society, and would be interested in sharing exhibitor booth space to cut costs, please contact Tiffany. Please look out for the Membership Profile in the Newsletter (you are welcome to suggest a member for Ann Pinzl to interview) and don't forget to renew your membership!

Respectfully submitted,
Tiffany Adrain, Chair

Professional Development

DemoCamp

Planning for the DemoCamp at the 2015 Gainesville, Florida SPNHC Conference is under way.

Committee

The Professional Development Committee will be working on a few projects in spring 2015. The Committee looks forward to collecting more information on workshop format and content ideas generated by our members, and sharing this with Local Organizing Committees and the SPNHC membership.

Mentorship

The PDC has helped to coordinate the SPNHC mentorship program including this year's Fitzgerald Travel Grant awardees and the second Christine Allen Travel Grant. We look forward to working with all of the mentors and mentees and to hearing what they gained from the Conference and the mentorship experience.

Respectfully submitted,
Jeff Stephenson, Chair

Publications

Serial Publications

SPNHC Connection Newsletter

Congratulations to Liath Appleton, who took over as the Newsletter Editor, and Katie McComas, who is managing newsletter advertisement. Three digital newsletters using Bright Copy from Allen Press have been published to date, and the content has exceeded expectations! Thanks to Liath, Lori Schlenker and Katie for their efforts in carefully processing submissions, and Mirea Beas-Moix for helping to make this transition manageable as her other responsibilities necessitated a commitment change. The Fall 2014 issue debuted the new newsletter title, *SPNHC Connection*.

By now, members should have received login registration information for the Newsletter through the *Collection Forum* ("e-CoFo") digital Pinnacle System (see *Collection Forum* below).

Although the abundance of colorful Newsletter ads, which link to collections-related products and services, offset some of the e-publication expenses, Treasurer Ruth O'Leary discovered our print costs for the newsletter exceeded anticipated costs. This was due to an increase in newsletter size, which resulted from more in-depth feature articles. Rather than limit this valuable content by imposing page number restrictions, the Executive Council voted to discontinue the print version and the Fall issue will be available in digital form only.

Please send *SPNHC Connection* newsletter submissions to Liath at editor.spnhc.connection@gmail.com.

Collection Forum

Collection Forum Volume 28 is out in digital form! By registering with the Pinnacle System as a SPNHC member, users can view the current volume, as well as create email alerts for new postings and notifications about specific topics that interest you. Library, corporate, and institutional members grant user access to *Collection Forum* by providing a range of IP addresses in their institution. You may have noticed that set areas on the journal website page are available for news, notes, advertisements, and other information pertinent to our organization, publications, and annual meetings. Requests to feature pertinent information should be sent to Chris Johnson at cjohnson@amnh.org.

We welcome Alana Gishlick to the Associate Editor team. Cindy Ramotnik chose to step down as AE. If you would like to serve as an Associate Editor, please contact Chris Johnson at cjohnson@amnh.org.

Most Fitzgerald awardees chose to submit a manuscript for publication in *Collection Forum*. We look forward to receiving the manuscripts from this year's awardees.

To ensure that manuscripts are published in a timely manner, we are asking that manuscripts be submitted by August 15 to be published in the next calendar year.

Please send *Collection Forum* submissions to Chris Johnson at cjohnson@amnh.org.

BioOne

We requested that *Collection Forum* be considered for addition to BioOne. Again they have suggested that we consider the journal in their open access (OA) service. This would involve an annual fee of \$10 per published page and provide all the benefits of subscribed titles, except royalty sharing.

Copyright Clearance Center (CCC)

SPNHC publications (books and *Collection Forum*) are all posted in CCC. If you are using SPNHC images, CoFo articles, book chapters, or charts (electronic or print) for educational or business use, please register for a license on copyright.com.

Recently, the EC agreed for the PC to sign a Rightsholders waiver to waive any and all claims of copyright infringement as a result of licensed users creating translations of only works that we enter(ed) into the Annual and Multinational Copyright License repertory. Any translated copies are not authorized hard copies or electronic reproductions, nor may they be used outside the User's organization. These translations are solely for internal business use by CCC licensed business users. In exchange for the waiver, each licensee will be required to provide an indemnity to CCC and all participating Rightsholders with respect to any claims or liabilities arising from the translations or their use.

Leaflets

SPNHC *Leaflets* continues as it has in the past by being posted as a PDF on the SPNHC website. These short technical papers are valuable, and we look forward to future submissions.

Please send *SPNHC Leaflets* submissions to Leslie Skibinski at ljs94@cornell.edu.

Books

Preventive Conservation: Approaches to Collection Storage

The production of the publication by Lisa Elkin and Chris Norris to revise and expand on *Storage of Museum Collections: A Preventive Conservation Approach* is moving along at a lightning pace. The MOU with collaborating partners National Museum of Natural History and AIC has been signed, the Sections, Chapters and most contributing authors have been formalized and manuscripts are being submitted for review. The basic Statement of Work with Aptara has been signed, and our representative made good suggestions on how to proceed with print copies for the future, which need yet to be finalized.

Health & Safety for Museum Professionals

The American Industrial Hygiene Association has agreed to resell *Health & Safety for Museum Professionals*. The terms and conditions need yet to be finalized.

2014-2015 Publications Budget

The changes in how *Collection Forum* and *SPNHC Connection* are published (from print alone, to print and digital or just digital), 2014 costs that ran into 2015 budget, and unresolved book costs resulted in a bit of a budgetary nightmare. However, it seems we are slowly resolving what our digital versus print plans are (see *SPNHC Connection Newsletter*) and, thus, what our reasonable future general costs should be.

2015

2016

Collection Forum

CrossRef Annual Fee	275	275
CoFo, Online Content Hosting, 1 vol/yr	5645*	2823
CoFo, Publishing Digital, 1vol/yr	6529	6800
CoFo, Publishing Printing & mailing, 1 vol/yr	10,495*	1750
Subtotal	22,944	11,648

Newsletter

BrightCopy, Online Content hosting, 2 issues/yr	1258	1500
BrightCopy, Printing & mailing, 1 issue	1237	0
Subtotal	2495	1500

Publications/Managing Editor

Operating budget	1000	1000
Subtotal	1000	1000

Publications

Publication printing	1456*	890
<i>Preventive Conservation: Approaches to Collection Storage</i>	18,500	11,500
Subtotal	19,956	12,390

*Includes carry over costs from 2014

Respectfully submitted,
Christine Johnson, Chair

Recognition and Grants

The Recognition and Grants Committee is charged with promoting and administering the annual recognition awards that the Society can confer, as well as the Faber Research Grant.

No nominations were received for the Carolyn Rose Award this year.

One nomination was received for the President's Award.

2015 President's Award

For activities which have furthered the objectives of the Society through outstanding committee work, prolonged officer roles, and/or promotion of activities of the Society.

In recognition of her work as Managing Editor of the Society, which has resulted in significant advances in the way our Society communicates to its membership and beyond, and the service that we provide to our members; for her role in co-chairing the 2012 SPNHC annual meeting; and for service on the Society's committees, council, and executive, the Council of the Society for the Preservation of Natural History Collections has voted to present the 2015 President's Award to **Susan H. Butts**.

During her tenure, Susan secured a steady output of articles for *Collection Forum*, stabilized its rate of publication, managed the Society's transition to electronic publishing – a very considerable task in its own right - oversaw the completion of Health & Safety for Museum Professionals, and put in place new arrangements for sales and copyright clearance.

In the words of some of her supporters for the award:

"Her demeanor with commercial publishing houses and consistent follow-up have shown how competently and effectively she managed her role, creating an amiable and collegial working relationship." (Ann Molineux)

"The complexity and magnitude of work involved in moving SPNHC's publications to an electronic format cannot be overstated. Susan worked tirelessly to work out the best and most cost-effective route to e-publications and the success of the first two issues of the eNewsletter are a testament to her hard work, perseverance and good judgment." (Ruth O'Leary)

"We all meet people in this world who are 'talkers' and those that are 'doers.' Susan is a 'doer' of the highest caliber and most deserving of this award. (Tim White)

"Susan is inspiring and her enthusiasm is infectious. She has given far much more to the natural history community than she has received." (Lisa Palmer)

Special Services Awards

Special service award nominations are being considered by Council. The recipient(s) will be announced at the Annual Business Meeting.

Faber Research Grant

A single application was received for 2015 Faber Research Grant. Unfortunately, it did not fall within the scope of the grant program.

You can find more details on these grants and awards on the SPNHC Website

Respectfully submitted,
Chris Norris, Chair

Web Site

There have been no major changes to the website since our last report. I have taken the lead in managing the site, and have addressed minor issues as they have arisen. In the coming year I hope to bring more attention to social media, and will be working with the committee to make the SPNHC online presence a more cohesive web, social media and information resource.

Respectfully submitted,
Liath Appleton and Ann Molineux, Co-chairs.

International Relations

At the Cardiff meeting last year we had a very successful meeting with an enormous number participating in the International sessional meeting which shows that there is a great deal of support and interest in developing this area within the society. Over the past few years we have explored lots of ideas as to how SPNHC might become a more international society and in truth I think we have made some progress in this area; having annual meetings outside North America and signing Memorandums of Understanding with key societies and groups with similar interests.

In the past year I worked to set up a group of emerging professionals from SPNHC, NatSCA and GCG. Their objective was to meet and discuss the different groups and then come up with three ideas as to how the three groups could and should work together. The first draft of their report is attached.

Moving forward I would like this year to start to realise some of the suggestions that have been made in the last few years. In the next year I would like to move forward in three key areas:

- 1) Continue to work with the emerging professionals in the three UK groups and try to identify similar groups in other countries.
- 2) Work with the membership secretary to explore the possibility of producing a map that details individual members and their expertise. More specifically, the concept comprises a world map with member locations highlighted with a dot acting as a hyperlink to details of their expertise.
- 3) Make some initial enquiries towards creating the first international node by exploring the possibilities through contacts already in place, holding an annual meeting in either South Africa or South America. I believe we can build on relations as a result of this.

First meeting of 'emerging professionals' group jointly between GCG, NatSCA and SPNHC, to progress the MoU of Summer 2014

4th December 2014

Present: Sarah King, Emma Bernard, Holly Morgenroth, Heather Davies, Armando Mendez

Apologies: Bethany Palumbo

Many general points were discussed, and these are itemised under the broad headings below.

Internally

Firstly, we thought that we should all get to know how each society operates, and circulate a simple document about each society's structure and general operating pattern (e.g. dates of AGM's, committee meetings, regular seminars or workshops). This could even extend to a meet-up socially, although this may be difficult to organise! We would each then be able to identify our 'opposite numbers' on the respective committees and be able to work together more effectively.

A joint calendar (Google?) could be developed as a going concern, so that all are aware of the dates of upcoming meetings, events and workshops.

In order to avoid duplicating effort and make the best use of resources already produced (e.g. from courses and conferences), a list should be drawn up of all the resources currently in existence within each society (preferably digital resources). This can be used to populate new and improved web areas, and identify areas needing updating as well as those thus far uncovered. This will also assist in a more streamlined front end, whereby web visitors can be directed to the information they need more efficiently.

Public/member facing

Resources

It is clear that an improved, streamlined web presence is needed, as this will be the first port of call for people seeking information. Possible ways to do this include:

- A central portal for the three societies' websites, avoiding cluttering the search results by directing traffic to one place.
- Creation of 'members' areas' on the GCG and NatSCA websites (SPNHC already have this) to add value to membership fees, and weed out those who have not paid. Behind this login wall would be a range of resources:
 - A collection of the aforementioned resources from previous courses and conferences.

- Case studies and 'how-to's', and a series of 'collections for the non-specialist' articles. Curatorial posts are increasingly merged, leading to people looking after collections with which they are not familiar.
- A high-end skills-sharing network, possibly with links to LinkedIn profiles for members wishing to be a part of it. This could link to a map in order for users to identify help close to them.
- A list of people willing to be mentors/host placements for early career curators (SPNHC already hosts such a scheme/has a committee for this).
- A list of curatorial suppliers (GCG already has this, although it needs updating).
- A list of funders, and tips on writing good bids. People could offer to help with/read over funding proposals as part of the skills sharing network.
- Advice on legislation/licences.
- Advice on conservation (GCG may be taking on the SPPC website, which could host palaeontological conservation articles).
- A list of links to other groups to go to for further information (e.g. the MA, Collections Trust, the Geological Society for GCG, and other groups identified via the survey).

A physical toolkit could also be created, with equipment that smaller museums may not have access to – e.g. microscopes (SPNHC already do this), training equipment. The Rapid Response Network in the North of England host emergency/salvage equipment at 'Hub' locations – could we learn from them?

Outreach

We need an outreach 'kit' which could potentially be used by all three groups. Handling specimens would be good, although it was thought best to purchase/commission these specially, to avoid undue museum paperwork. We also need to think about new audiences to raise profile and support, for example university students. Careers days could be visited (e.g. Geol Soc at BGS), both to explain museum careers and to showcase collections and their uses, which could help to win new advocates.

Profile and lobbying

It was felt that the profiles of all three societies could be raised by jointly undersigning documents and campaigns. More needs to be done to engage with the MA, ACE and other national museum bodies, and a clear and coherent voice will help with this. Perhaps an article could be written to highlight the new MoU and any upcoming activity (e.g. the Geodiversity Forum), as well as give clear mission statements and contact details.

Collections/Collections at Risk Officers could have the role slightly tweaked to be something like 'Campaigns Officers'. This makes a more proactive role, and a potential point of contact for those needing advice and some advocacy. It also opens the way for coordinated campaigns in future, whatever they may be.

Campaigns Officers could also work closely with Press Officers – these may exist on committees already – or the role could be shared. The ability to produce press releases quickly in response to news stories or to highlight otherwise unknown issues would be very valuable.

A joint membership arrangement/rate was discussed, and although it would be very difficult to administrate, it would streamline users' options, and potentially spread membership income more evenly across the societies.

Joint introductions/statements of purpose by each chairperson could be written in each of the three respective journals, perhaps on a regular basis.

Medals could be awarded to recognise professional achievement in curatorship (GCG already award the Brighton Medal every three years). One could be for a curator in the first five years of their career, another for a more experienced curator – a potential name for this medal could be the Sloane Medal (after Sir Hans Sloane). These would add a badge of honour to natural science curation, and hopefully raise the status of the profession. GCG is affiliated with the Geological Society of London, and this could perhaps be exploited more, and other affiliations explored.

Competitions/awards and bursaries should be explored in a more coordinated way. NatSCA currently offer bursaries, and GCG is working with Rockwatch to offer a children's competition.

The patrons of NatSCA could perhaps be used more effectively and jointly, for campaigns and lobbying, or to promote specific events.

Respectfully submitted
Suzanne Ryder, Chair

US Federal Collections

SPNHC represents a broad community of people who have responsibility for the management of publicly owned collections in the U.S.A., including both employees of Federal agencies and collections care staff from non-Federal repositories. The Federal Collections Sessional Committee is charged with exploring the challenges this

community faces in improving standards of collection care, documentation, accountability, and usage. Having done so, it will make recommendations to the Society's Council on ways in which SPNHC can facilitate improved communication and collaboration between Federal and non-Federal entities in the management of collections. The Committee has worked with the Local Committee of the 2015 SPNHC meeting to organize a half-day session at Gainesville exploring some of the most commonly encountered issues affecting the management of Federal collections, including permits, repository agreements, collection inventories, intellectual property rights, and the development of best practices. The sessional committee chair also provided input to the Society's response to the Proposed New Information Collection (OMB Control Number 1084- XXXX) by the Department of the Interior, entitled "Documenting, Managing and Preserving Department of the Interior Museum Collections Housed in Non-Federal Repositories"

Respectfully submitted
Chris Norris, Chair

Representative Reports

Alliance of Natural History Museums of Canada (ANHMC)

No report to SPNHC this year

American Alliance of Museums (AAM)

The position of SPNHC representative to any Committee of the AAM is currently vacant.

American Institute for Conservation of Historic and Artistic Works (AIC)

No report to SPNHC this year

American Society of Ichthyologists and Herpetologists (ASIH)

The 2014 meeting of the ASIH was held in Chattanooga, TN 30 July-3 August 2014. At this conference, ASIH met jointly with the Society for the Study of Amphibians and Reptiles (SSAR), Herpetologists' League (HL) and the American Elasmobranch Society (AES). Officially, 972 herpetologists and ichthyologists (461 of whom were students) from 22 different countries attended the meetings. The ASIH Collections Committee meeting was attended by 22 people, representing 20 different collections. The Collections Committee discussed Best Practices, and funding sources and the possibility of an ASIH Award for Collection Stewardship to be awarded annually. The details of the award are to be explored in subcommittee and presented at the 2015 annual meeting in Reno, NV.

Greg Watkins-Colwell

American Society of Mammalogists (ASM)

Since 1972, the American Society of Mammalogists (ASM) has had a standing committee called the Systematic Collections Committee as an outgrowth of an *ad hoc* committee formed at the request of the National Science Foundation. Committee responsibilities include: (1) Advising curators worldwide in matters relating to collection administration, curation, and accreditation; (2) maintaining a directory of mammal collections and conducting a survey of existing collections approximately once each decade; and (3) maintaining a list of curatorial standards for mammal collections and managing a collection-accreditation program under the auspices of the Society.

On-site evaluations are conducted by committee members at institutions seeking ASM accreditation. The prospective collection also completed a detailed questionnaire that helps guide the on-site visit. Once this process has been completed, the Committee forwards its recommendations to the ASM President for review. The President then notifies the collection's administration of the Committee's decision. If accreditation is to be conferred, the President sends a letter to that effect as well as an Accreditation Certificate and a copy of the Final Report. Final Reports generally contain both positive observations and recommendations for improvement. The latter rarely comes as a surprise to collection staff. Rather, the Committee works with the staff to articulate areas for which they need greater administrative support. It is hoped that our recommendations will highlight the importance of the collection to the mammal research community and help to leverage greater institutional support for the collection.

This year, the Committee led by Dr. Robert Dowler, Curator of Mammals, Angelo State Natural History Collections, engaged in the following activities:

- At the 2014 annual meeting in Oklahoma City, a subset of the committee conducted a site visit in the Collection of Mammals of the University of Central Oklahoma, Collection of Vertebrates (UCOCV). A report was prepared based on materials provided by the staff and the on-site visit. The curators were officially notified that the UCOCV had received accreditation from the American Society of Mammalogists effective 22 December 2014.
- Personnel at three collections, Oklahoma State University, the University of Iowa, and Colección Boliviana de Fauna (CBF) in La Paz, contacted us with questions about ASM accreditation or reaccreditation. Information was provided and the curators were encouraged to move forward with the process.
- The Committee began a survey of mammal collections to update our information on mammal collections of the Western Hemisphere. Beginning in May 2014 committee members began contacting collection

curators. Although much progress has been made, there are many curators who have not responded yet. This will be discussed at the annual meeting in June, but still hope to complete the survey during 2015.

- A paper published this past year by Bradley, Bradley, Garner, and Baker, "Assessing the value of natural history collections and addressing issues regarding long-term growth and care" in Bioscience will be posted on the Systematic Collections Committee website.

For recent listings of *Mammal Collections of the Western Hemisphere*, a copy of the *Basic Curatorial Standards* used by the Committee during the accreditation process or a list of currently accredited collections, see the Systematic Collections Committee webpage on the ASM website:

<http://www.mammalogy.org/committees/systematic-collections#tab3> .

Respectfully submitted,
Suzanne B. McLaren

American Society of Plant Taxonomists (ASPT)

I serve as an ex-officio member of the ASPT Systematics Collections Committee. The chair of the committee leads a Curator's meeting during the annual Society meeting.

Although the Committee has been otherwise inactive again this year, one of the committee goals is to promote regional networking of US herbaria, interfacing with participants in the United States Virtual Herbarium, Global Plants Initiative, and iDigBio. Society representatives to ASPT have also been added to the roster of the Environment and Public Policy Committee, a group currently examining its mission within the Society.

I attended the 2014 Annual meeting of the Society at Botany2014 (Boise - July 26-30) and participated in the Curator's meeting, presenting an update on networking activities among herbaria in the Great Lakes region.

The 2015 meeting will be held at Botany2015 in Edmonton, Alberta (Canada) on July 25-29, 2015.

Rich Rabeler

Association of Academic Museums and Galleries (AAMG)

The position of SPNHC representative to this Committee is currently vacant.

Association of Registrars and Collections Specialists (ARCS)

No report to SPNHC this year

Geological Society of America (GSA)

SPNHC was highly visible at the 2014 annual meeting in GSA in Vancouver, British Columbia, Canada, October 19-22. The membership booth was well attended and well crewed with SPNHC members who were present at the meeting. For the second time a topical session was co-sponsored by SPNHC, iDigBio and others. The session, Advancing the Digitization of Paleontology and Geoscience Collections: Projects, Programs, and Practices, was a great success. The next meeting of GSA will be held in Baltimore, Maryland, November 1-4. SPNHC will be co-sponsoring two sessions at this meeting. This will be a joint meeting with the Geological Society of China (GSC) and may provide an opportunity for SPNHC to make some interesting new connections.

Respectfully submitted
Ann Molineux

Global Biodiversity Information Facility (GBIF)

SPNHC is an organizational Associate Participant in The Global Biodiversity Information Facility. James is the GBIF "Head of Delegation" for SPNHC and also serves as the Canadian Node Manager.

GBIF has made several upgrades this past year including new country-level pages, which are very informative. James co-organized a successful bi-national (USA and Canada) training workshop held simultaneously in Gainesville, FL and Ottawa, ON in January on the IPT: "Data Standards, Data Sharing, and Demystifying the Integrated Publishing Toolkit (IPT)" co-organized by iDigBio, Canadensys, the Canadian Federal Biodiversity

Information Facility (FBIP), VertNet, GBIF and others. A new version of the Integrated Publishing Toolkit (IPT) was recently released which now includes support for GUIDs, improved attribution tracking and quality control. Numerous opportunities are available for training at various scales as well as competitions for funding to develop new tools and methods for data mobilization, quality control, and dissemination. I encourage all members to get involved and support this critical organization!

Please let James know if you have ideas for future collaborations between SPNHC and GBIF.

James Macklin

Integrated Digitized Biocollections (iDigBio)

At iDigBio, we're just finishing up an event-filled year four and plans are well underway for years 5 – 10 and beyond. You'll hear about some of our plans during this year's SPNHC 2015 conference. We hope to see you at our booth in the exhibit hall where you can meet more iDigBio staff and get the very latest news about upcoming workshops, webinars, and collaborations.

The SPNHC 2015 theme: Making Natural History Collections Accessible through New and Innovative Approaches and Partnerships is certainly fitting for iDigBio. For example, look and listen for news about [WeDigBio](https://www.wedigbio.org/) (<https://www.wedigbio.org/>) and how you and your organization can get involved in engaging citizens in digitizing biocollections. You'll hear more about this up-coming worldwide event in the [SPNHC Plenary Session](#) and at a SPNHC SIG meeting.

How can small collections get digitization done? What research is being done with biocollections data? What is unique about what small collections bring to the researcher's ever-larger data sets? How can we get more robust data from collectors? What kinds of issues do researchers run into when using biocollections data? What is [Data Carpentry](#) anyway? Can you as a collection manager, data manager, administrator, or researcher, facilitate faster access to more and higher-quality data? What skills will you need to do this? Where will you get these skills? These are just some of the questions on the minds of speakers in the [Specimens Full Circle Symposium](#) on Wednesday and Thursday, and the [Small Collections Symposium](#) on Thursday. You'll also see the fruits of some of the biocollections community efforts in action at the ever-popular SPNHC 2015 Demo Camp!

In other news, there's a new [GBIF Task Force on Accelerating Discovery of Biocollections Data](#). Did you know that even if you're not digitizing your collection yet, sharing information about your collection can help get you started? I'd like to personally invite you to come and talk to either Barbara Thiers or myself, at SPNHC, about this effort. We need you, your input, your expertise and collaboration, in order to succeed.

Speaking of accelerating discovery of collections data, are you wondering how Thematic Collections Networks (TCNs) function? Would you like to learn more about the NSF proposal process, and the experience of being a part of a TCN from someone who has had personal experience with the program? Then you'll want to join us Friday, May 22, from 2:45-4:30pm at the [SPNHC Special Interest Group: TCN Coffee Klatch](#).

We're pleased to be a sponsor of this year's SPNHC 2015 meeting, the 30th annual SPNHC. And, since iDigBio's home is Gainesville, Florida quite a few iDigBio staff members will be attending. We're very much looking forward sharing our digs with you.

Please check out our web site for research data, images, recordings, reports and contacts for past and future events. Any iDigBio staff member will be happy to give you tour through our website. Here's just a sample of what's next at iDigBio:

@iDigBio Events <https://www.idigbio.org/calendar>:

05-17-2015 to 05-23-2015 SPNHC 2015, Gainesville, Florida

05-28-2015 [Webinar: Towards user-definable, semi-automated workflows for curating biodiversity data](#)

06-01-2015 to 06-05-2015 [iDigBio @ Next Generation Pteridology Symposium](#)

06-01-2015 to 06-02-2015 [Reproducible Research Workshop](#)

06-03-2015 to 06-05-2015 [Hackathon on iDigBio APIs/Services and Interoperability](#)

06-12-2015 to 06-16-2015 [American Society of Mammalogists Meeting 2015](#)

06-12-2015 [ASM/iDigBio Collections Digitization and Imaging Workshop](#)

06-15-2015 to 06-17-2015 [Digitization Technology for Educators and Citizen Scientists Workshop](#)

07-15-2015 to 07-19-2015 [ASIH 2015 Conference](#)

07-25-2015 to 07-29-2015 [Botany 2015](#)

07-28-2015 to 07-31-2015 [Ornithology 2015 Conference](#)

08-10-2015 to 08-14-2015 [iDigBio at Ecological Society of America Annual Meeting: ESA 2015](#)

08-12-2015 [Ignite Session at ESA: Enhancing Ecological Research with iDigBio Biological Specimen Data](#)

08-17-2015 to 08-19-2015 NSF Site Visit

09-15-2015 to 09-17-2015 [Managing Natural History Collections Data for Global Discoverability](#)

09-16-2015 to 09-20-2015 [Organization of Biological Field Stations Annual Meeting and Field Station Digitization Workshop](#)
09-28-2015 to 10-03-2015 [Biodiversity Information Standards \(TDWG\) Conference 2015](#)
10-02-2015 to 10-03-2015 [Broadening Participation in the Biological Sciences: Careers and Graduate Study in Biology](#)
10-07-2015 [EMu User Group NHSIG Half-Day Workshop](#)
11-01-2015 to 11-04-2015 [iDigBio @ GSA 2015](#)
11-04-2015 to 11-06-2015 iDigBio Summit V <http://idigbio.adobeconnect.com/summit5/>
11-13-2015 to 11-15-2015 Entomological Collections Network 2015
11-15-2015 to 11-18-2015 [Entomological Society of America 2015](#)

With iDigBio's best regards,
Deborah Paul
dpaul@fsu.edu, on Twitter @idbdeb

International Council of Museums – Committee for Conservation (ICOM-CC)

The position of SPNHC representative to ICOM-CC is currently vacant.

International Society for Biological and Environmental Repositories (ISBER)

No report to SPNHC this year

Natural Sciences Collections Association (NatSCA)

It was another busy year for NatSCA, as Natural Science collections continue to face a variety of threats in the UK. The biggest problems facing collections continue to be posed by reductions in funding. The financial support for museums of all sizes has been decreasing every year, with jobs being lost and stored collections often bearing the brunt of cuts. NatSCA has been trying to keep track of threats to collections and offer our support in an effort to make the vital role of collections, and the people with the skills to care for them, more clearly recognised by management.

As the funding situation continues to tighten its grip on many museums and their staff, NatSCA continued to work to highlight the value of Natural Sciences collections and the specialist staff who care for and maintain those collections.

In our role as the UK Subject Specialist Network (SSN) for natural science collections we have met with representatives of ACE and the UK Natural Science Consortium to discuss the future of natural science collections at a strategic level, with a view to understanding and combating the threats to collections. The UK Collection Consortium comprises 22 major Museums, Galleries and Archives. Many NatSCA committee members have been involved, taking on specific roles to support and provide input on various working groups for this consortium.

In the interest of reaching wider audiences NatSCA welcomed evolutionary biologist and BBC presenter Ben Garrod as new patron. Ben joins Professor Alice Roberts and Professor Iain Stewart who in their role as patrons have helped to raise the profile of natural science collections whilst showing tremendous support for the Association and its work. <http://www.natsca.org/patrons>

NatSCA has also created another avenue to publish and discuss natural science collections issues. NatSCA Notes & Comments are electronic-only publications that are not peer-reviewed and do not necessarily represent the views of NatSCA. These papers provide an opportunity for sharing opinions and information that may be of relevance to the society's membership, natural historians and the wider museums sector.

The [first issue of our new online publication NatSCA Notes & Comments](#) provides a case study of decline from the Midlands, written by Geoffrey Hall. Although the picture painted is bleak, there have been some small wins, as [Ludlow](#) has since acknowledged the importance of maintaining a geologist to manage their globally important geology collection.

For peer-reviewed articles NatSCA continues to publish the [Journal of Natural Science Collections](#) and for short articles the [NatSCA blog](#).

As in previous years we ran several very successful and well attended workshops and training events. The topics covered range from Hazards in Museum Geological Collections, Identification of Osseous and Keratinous Material, Caring for Botanical Collections, Understanding Museum Taxidermy: Construction, Care and Commissioning

among others. We will continue to run more over the course of the year, so for updates on the events programme consult the relevant section in the NatSCA website. <http://www.natsca.org/events-and-workshops>

Our membership fees have been increased to the rates copied below and members can now make payment via PayPal.

Personal members £20

Unwaged members £15

Institutional members £40

<http://www.natsca.org/membership>

As in previous years, we have kept supporting our membership through bursaries for workshops and conferences. In the ever constantly changing legal world, it is sometimes difficult to keep abreast of all new legal requirements, but it is possibly now more important than ever for institutions to ensure compliance and transparency. NatSCA has strived to provide advice to our membership on this arena and when necessary raised issues on behalf of the museum sector and engage in discussion with the appropriate governmental offices.

NatSCA corresponded with the Department of Environment and Rural Affairs (DEFRA) on the issue of the possession of egg collections and the legal requirements. As a consequence DEFRA has acknowledged that changes to the law were not fully consulted on and are now seeking to rectify this by holding a public consultation. This new consultation should hopefully take into consideration museum collections and their idiosyncrasies.

NatSCA has also been working on resolving the problem of museum drugs licensing for a couple of years now. We are currently working with the National Museum Directors Council and the Home Office on reducing the costs of the current drugs licence for museums. It is proposed that accredited museums will qualify for a licence that would span 5 years and cost less than the annual renewal and twice yearly spot checks of the current provision.

Museums currently without licences would still have to pay for the initial expense of setting up the licence. NatSCA is also working on producing guidelines for museums who cannot afford a licence.

The SPNHC, GCG, and NatSCA emerging professionals group had their first meeting at the Natural History Museum and have produced a document that outlines some ideas and projects for the societies to work together on.

UK organisations like NatSCA, that have an interest in maintaining natural science collections in Britain and Ireland, also have need for a database of collections to facilitate advocacy work. In order to address this need NatSCA and various partners (including the [Linnean Society](#) and the [NHM](#)) are undertaking a sector-wide project to develop an information system for natural science collections in the UK and Ireland, under the working title [#NatureData](#). Over the past year we've been involved in development of a resource to collect and share collections level data for the natural sciences in the UK and Ireland.

On addition, NatSCA has also met with the [National Forum for Biological Recoding](#) and discussed societies overlapping interests.

Graham Walley from NFBR presented a summary of their remit which covers everything to do with Biological Recording in the UK.

Their main current objective is to identify how the future needs of all sectors of the biological recording community, the various users of biodiversity information and the support infrastructures on which they depend may best be addressed.

Therefore NFBR is also interested in what is happening on our field.

This was the last year of the Heritage Lottery Fund (HLF) funded "Skills for the Future" programme. This programme has provided paid training for up-and-coming natural science curators, and has been very successful and useful for both the trainees and the institutions that hosted them.

NatSCA's public profile continues to grow and the society got a mention in Nature in an important feature article on the decline of natural science collections.

Web: <http://www.nature.com/news/museums-the-endangered-dead-1.16942> .

NatSCA has also been developing a strategy document which will serve as a guide to the society's activities and projects, providing greater transparency to members on the committee's decision making process.

Through the combined efforts of the committee and members, we keep active on all fronts and look forward to developing our partnerships and working more closely with both the Society for the Preservation of Natural History Collections (SPNHC) and Geological Curators' Group (GCG) over the next year.

Submitted by Roberto Portela Miguez

Natural Science Collections Alliance (NSC Alliance)

The NSC Alliance has been working to develop a new organizational strategic plan. The Board of Directors will be meeting during the SPNHC meeting to further consider the plan and other organizational initiatives. Among on-going NSC Alliance efforts are participation in the NIBA Research Coordination Network.

A core focus of the NSC Alliance remains national policy advocacy. In recent months, the NSC Alliance has alerted the community to the opportunity to inform policy developments at the Department of the Interior, has commented on Interior proposals, has provided congressional testimony in support of increased funding for collection-related research at the National Science Foundation and the US Geological Survey, and has participated in coalition efforts to encourage federal policy changes that would enable federal scientists to travel to scientific conferences.

In the coming months, NSC Alliance will cosponsor the 2015 Biological Sciences Congressional District Visits event in August. It will also cosponsor an upcoming Communications Workshop in conjunction with the research coordination network.

Respectfully submitted
Robert Gropp

Paleontological Society (PS)

The 2014 meeting of The Paleontological Society (PS) was held during the Geological Society of America (GSA) meeting in Vancouver, Canada October 19-22.

The PS Collections Committee did not meet, but the committee hopes to convene at next year's meeting.

The next meeting of The Paleontological Society will be held during the 2015 GSA meeting in Baltimore, Maryland November 1-4.

For more information on The Paleontological Society go to: <http://www.paleosoc.org/>

Respectfully submitted
Jessica Cundiff

Scientific Collections International (SciColl)

SciColl is affiliated with the Consortium for the Barcode of Life (CBOL), which is the same group that manages the GRBio website. GRBio applied for funding from NSF last year to finish the programming for the site, in particular to make a dedicated connection to *Index Herbariorum* so that new information would be reflected in both systems. This work was not funded, but GRBio did receive an RCN grant to hold two workshops to explore the functionality of GRBio with the natural history collections community, and a second one for the same topic, but with other collection types represented in SciColl.

The first workshop was held 27-29 April 2015 in Washington, DC. The workshop was devoted to gathering community input on the design of a new version of the [Global Registry of Biodiversity Repositories](#) (GRBio). CBOL and SciColl envision several roles for GRBio. The original motivation was to create a central, authoritative source of information on natural history collections. The rapid digitization of collections (accelerated by national initiatives such as NSF's ADBC Program) and the growth of data aggregators (e.g., GBIF, VertNet) have made it even more important to have a source of information about collections. After 18 months of operation, CBOL and SciColl are beginning to plan for a new version of GRBio. Its design will reflect the community's vision for its long-term role.

There were about 25 participants at the workshop. They included a mixture of people, including representatives of collections, databases of various kinds, and leaders in the broader field of biodiversity informatics. Two SPNHC council members were in attendance: B. Thiers and Andy Bentley. The diversity of viewpoints at the workshop challenged GRBio to think hard about clarifying GRBio's mission and goals going forward. A report on the workshop is pending. The second workshop is scheduled for the fall of 2015.

There are other recent, unrelated developments in the attempt to document collections and their holdings. iDigBio has recently published a list of natural history collections in the U.S. (<https://www.idigbio.org/portal/collections>) and GBIF has convened a task force called "Accelerating the discovery of bio-collections data" whose charge is "to prepare a white paper on how to reach more collections worldwide in order to catalyze the publication of as many as 1-2 billion specimen records important for the sustainability of our planet."

Respectfully submitted
Barbara Thiers

Small Collections Network (SCNet)

SCNet has been active in recruiting, retaining and supporting small collections in the last year. As a follow up to the SPNHC 2014 Small Collections Symposium, SCNet was introduced and ongoing activities were highlighted in the SPNHC sponsored Collections Forum. The SCNet webinars (co-sponsored by iDigBio) continue to garner interest, with topics centered on supporting small collections and establishing SCNet as a collaborative resource for small collections and the professionals who manage them (recorded webinars can be found on the SCNet webpage: <http://scnet.acis.ufl.edu>). SCNet was pleased to be represented at the 2014 annual meeting of the Entomological Collections Network (ECN), Gil Nelson (iDigBio) and Christy Bills (University of Utah and ECN) presented a session entitled Mobilizing Dark Data: Raising the Profiles of Small Natural History Collections<http://www.idigbio.org/sites/default/files/working-groups/SCNet/Nelson_ECN_2014.pdf>. This presentation generated interest on several levels and was followed up by a roundtable discussion that focused on issues of "dark data" and how to define "small" across collection types. SCNet was represented at Botany 2014 where the North American Network of Small Herbaria and iDigBio<<http://idigbio.org>> co-sponsored a small herbarium digitization workshop. In early 2015, SCNet and iDigBio sponsored a session at the annual Small Museum Association Conference, where representatives did a brief presentation followed by a roundtable discussion highlighting current SCNet initiatives, opportunities for collaboration, and strategies for promoting and enhancing small museums and collections. iDigBio<<https://www.idigbio.org/>>, SCNet, and the Natural Science Collections Alliance<<http://www.nscalliance.org/>> are pleased to sponsor a second small collections symposium at the upcoming SPNHC 2015 conference<<http://www.flmnh.ufl.edu/spnhc2015/home/>>, with 22 invited talks on the three themes: Small collections - the key to educating future generations of scientists, Digitization practices and challenges in small collections and museums, and Reaching out to small collections.

Respectfully submitted,
Anna Monfils

Society of Herbarium Curators (SHC)

The Society focuses on promoting the importance of herbaria in teaching, research, and service to the community at large. Members are active in the continued development of regional and/or state-level consortia and are participating in both regional efforts and the US Virtual Herbarium project.

I was asked to join the Membership Committee in 2013 and in 2014 was elected to a 3-year term as a Member-at-Large on the Executive Board of SHC. Activities of note this past year include drafting a vision statement, a new website (<http://www.herbariumcurators.org/>), and attaining 501(c)3 non-profit status with the US Internal Revenue Service. In February, I worked with the SHC President to compose a letter on behalf of the Society in response to the request for comments on the proposed reporting requirements for institutions holding US Department of Interior collections.

SHC is looking toward a closer link to both iDigBio and SPNHC. As part of this, the Executive Board will be holding its annual meeting at our 2015 meeting. With a large number of SHC members living in the SE USA, this is a good opportunity for both organizations.

The 2014 Annual meeting of the Society was held at Botany2014 (Boise - July 26-30). The 2015 meeting will be held at Botany2015 in Edmonton, Alberta (Canada) on July 25-29, 2015.

Rich Rabeler

Society of Vertebrate Paleontology (SVP)

The 74th Annual meeting of the Society of Vertebrate Paleontology was hosted 5-8 November in Berlin, Germany, and was attended by numerous SPNHC members. This year's meeting is planned for 2015 in Dallas, then 2016 in Salt Lake City, and 2017 in Calgary.

The SVP wishes to remind SPNHC members that it offers several awards and grants that might have relevance to those interested in vertebrate paleontology. These include grants [<http://vertpaleo.org/Awards.aspx>] to promote student research and fieldwork, like the Estes, Patterson, and Wood awards. The Jackson Student Travel Grant and Scientists from Economically Developing Nations grant both help support travel to the SVP annual meeting. The Hix Preparators Grant is awarded to advance fossil research, standards, and training in preparation and collections disciplines. Not all of these awards limit eligibility to current members of SVP, check the requirements carefully.

Of note to those working with paleontological collections, the United States Forest Service published new regulations governing paleontological resources preservation in the Federal Register on 17 April, 2015. These regulations apply to both permitted researchers and non-Federal repositories who hold USFS resources in public trust.

Respectfully submitted,
Matthew Brown

Taxonomic Databases Working Group (TDWG)

The 2014 annual meeting of the Biodiversity Information Standards (TDWG) was held in Jönköping, Sweden in October. The theme of the meeting was "Applications and Data Standards for Sustaining Biodiversity" and an archive of the meeting website, which includes the program and links to the abstracts can be found at: <http://www.tdwg.org/conference2014/> Highlights included a pre-meeting workshop on Globally Unique Identifiers (GUIDs), a symposium and workshop on citizen science, and a tutorial and workshop on the Darwin Core.

Of note this past year has been action to revise/update the Darwin Core standard to address a broader variety of organism-based relationships, the samples made of these, and a richer ability to connect/extend to genomic data and emerging standards. At the same time, we are attempting to better document the standard terms with more detailed definitions and examples to aid users in implementing the standard. If you are interested in this process, I would urge you to sign up for the TDWG-content mailing list as this is where the core discussion on this and other standards takes place.

As I continue to stress: "the standards being evaluated by TDWG, and the applications that implement them, have a direct impact on many SPNHC members involved with specimen data capture and curation." Thus, I would suggest participating in the many topical Interest and Task Groups found on the TDWG wiki. Finally, TDWG is making a strong effort to expand its base membership and I would encourage anyone who has interest in standards and informatics tools to join.

The 2015 meeting will be held in Nairobi, Kenya from September 28th to October 3rd. Our first meeting in Africa

Respectfully submitted
James Macklin

APPENDIX

Accountant's Review Report and Financial Statements

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THE SOCIETY FOR THE PRESERVATION OF NATURAL HISTORY COLLECTIONS

**INDEPENDENT ACCOUNTANTS' REVIEW REPORT
AND FINANCIAL STATEMENTS**

DECEMBER 31, 2014 AND 2013

**THE SOCIETY FOR THE PRESERVATION OF
NATURAL HISTORY COLLECTIONS**

**INDEPENDENT ACCOUNTANTS' REVIEW REPORT
AND FINANCIAL STATEMENTS**

DECEMBER 31, 2014 AND 2013

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INDEPENDENT ACCOUNTANTS' REVIEW REPORT

To the Board of Directors of
The Society for the Preservation of Natural History Collections
New York, New York

We have reviewed the accompanying statements of financial position of The Society for the Preservation of Natural History Collections (a non-profit organization) as of December 31, 2014 and 2013, and the related statements of activities and cash flows for the years then ended. A review includes primarily applying analytical procedures to management's financial data and making inquiries of Society personnel. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the reviews in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. Those standards require us to perform procedures to obtain limited assurance that there are no material modifications that should be made to the financial statements. We believe the results of our procedures provide a reasonable basis for our report.

Based on our reviews, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America.

Fairfax, Virginia
February 10, 2015

**THE SOCIETY FOR THE PRESERVATION OF
NATURAL HISTORY COLLECTIONS**

STATEMENTS OF FINANCIAL POSITION
DECEMBER 31, 2014 AND 2013

DRAFT

(REVIEWED)

	<u>2014</u>	<u>2013</u>
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$ 157,022	\$ 121,363
Inventory	28,349	28,885
Total Current Assets	<u>185,371</u>	<u>150,248</u>
INVESTMENTS	<u>83,872</u>	<u>82,480</u>
INTANGIBLE ASSET		
Website design, net of amortization	-	600
	<u>\$ 269,243</u>	<u>\$ 233,328</u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable	\$ 14,213	\$ 3,600
Deferred revenue	12,417	10,492
Total Current Liabilities	<u>26,630</u>	<u>14,092</u>
NET ASSETS		
Unrestricted	238,756	214,416
Temporarily restricted	3,857	4,820
	<u>242,613</u>	<u>219,236</u>
	<u>\$ 269,243</u>	<u>\$ 233,328</u>

See accompanying notes and independent accountants' review report.

**THE SOCIETY FOR THE PRESERVATION OF
NATURAL HISTORY COLLECTIONS**

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STATEMENTS OF ACTIVITIES
FOR THE YEARS ENDED DECEMBER 31, 2014 AND 2013

(REVIEWED)

	<u>2014</u>	<u>2013</u>
<u>UNRESTRICTED NET ASSETS</u>		
Revenue		
Membership dues and subscriptions	\$ 31,040	\$ 27,438
Publication sales	18,306	9,528
Contributions	1,420	35,296
Investment income	10,209	20,827
	<u>60,975</u>	<u>93,089</u>
Net assets released from restrictions	3,878	717
	<u>64,853</u>	<u>93,806</u>
Expenses		
Program	29,335	40,796
General and administrative	11,178	14,878
	<u>40,513</u>	<u>55,674</u>
 INCREASE (DECREASE) IN UNRESTRICTED ASSETS	 <u>24,340</u>	 <u>38,132</u>
<u>TEMPORARILY RESTRICTED NET ASSETS</u>		
Contributions	2,915	320
Net assets released from restriction	(3,878)	(717)
 INCREASE (DECREASE) IN TEMPORARILY RESTRICTED NET ASSETS	 <u>(963)</u>	 <u>(397)</u>
 TOTAL INCREASE (DECREASE) IN NET ASSETS	 23,377	 37,735
NET ASSETS, BEGINNING OF YEAR	<u>219,236</u>	<u>181,501</u>
NET ASSETS, END OF YEAR	<u>\$ 242,613</u>	<u>\$ 219,236</u>

See accompanying notes and independent accountants' review report.

**THE SOCIETY FOR THE PRESERVATION OF
NATURAL HISTORY COLLECTIONS**

**STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED DECEMBER 31, 2014 AND 2013**

DRAFT

(REVIEWED)

	<u>2014</u>	<u>2013</u>
<u>CASH FLOWS FROM OPERATING ACTIVITIES</u>		
Cash received from members and customers	\$ 55,606	\$ 71,214
Cash paid for program and support services	(28,764)	(48,049)
Interest and dividends received	8,817	2,192
Net Cash Provided By (Used In) Operating Activities	<u>35,659</u>	<u>25,357</u>
NET INCREASE (DECREASE) IN		
CASH AND CASH EQUIVALENTS	35,659	25,357
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>121,363</u>	<u>96,006</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	\$ <u>157,022</u>	\$ <u>121,363</u>
 RECONCILIATION OF CHANGE IN NET ASSETS TO NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES:		
Increase (decrease) in net assets	\$ 23,377	\$ 37,735
Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities:		
Depreciation and amortization	600	4,324
(Gain) loss on valuation of investments	(1,392)	(18,635)
(Increase) decrease in inventory	536	(299)
Increase (decrease) in accounts payable	10,613	3,600
Increase (decrease) in deferred revenue	<u>1,925</u>	<u>(1,368)</u>
NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES	\$ <u>35,659</u>	\$ <u>25,357</u>

See accompanying notes and independent accountants' review report.

THE SOCIETY FOR THE PRESERVATION OF NATURAL HISTORY COLLECTIONS

NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2014 AND 2013

DRAFT

(REVIEWED)

NOTE 1 – Summary of Significant Accounting Policies

The Society for the Preservation of Natural History Collections (the Society) was formed in 1985, and then incorporated in 1988 under the laws of the state of Pennsylvania. The Society seeks to improve the preservation, conservation and management of natural history collections to ensure their continuing value to the society. Substantial support is received from approximately 600 members, representing 21 countries, who are interested in the development and preservation of natural history collections.

Support and Expenses

Contributions are recognized when the donor makes a promise to give to the Society that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in unrestricted net assets if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in temporarily or permanently restricted net assets depending on the nature of the restrictions. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets.

Member support received in advance of the membership period is recorded as deferred in the accompanying statements of financial position.

Expenses are recorded when incurred in accordance with the accrual basis of accounting.

Fair Value Measurements

Accounting principles generally accepted in the United States established a framework for measuring fair value, clarifying the definition of fair value within that framework and expanding disclosure about fair value measurements. U.S. GAAP established a three-tiered fair value hierarchy with Level 1 representing quoted prices for identical assets or liabilities in an active market, Level 2 representing quoted prices for identical assets or liabilities in an active market that is non-active or with other than directly or indirectly observable inputs, and Level 3 representing estimate values based on unobservable inputs. Related disclosures are segregated for assets and liabilities measured at fair value based on the level used within the hierarchy to determine their fair values.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that effect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Cash Equivalents

For purposes of the statement of cash flows, the Society considers all short-term non-restricted investments to be cash equivalents.

Inventory

The Society maintains an inventory of professional books for sale to members and to the public. Inventory is recorded at lower of cost or market.

**THE SOCIETY FOR THE PRESERVATION OF
NATURAL HISTORY COLLECTIONS**

NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2014 AND 2013

DRAFT

(REVIEWED)

NOTE 1 – Summary of Significant Accounting Policies, continued

Investments

Investments are reported at market value using level 1 methodology. Contributions of marketable securities are recorded at their fair market value at the date of donation.

Intangible Asset

The Society capitalized expenditures related to long-term functional website building and design fees. Expenditures for ordinary maintenance and updates are charged to operations as incurred. When management deems the property to be impaired beyond further use, the remaining unamortized balance is expensed in the current year. The cost and related accumulated amortization are then eliminated from the accounts. Amortization is provided for under the straight-line method over a period of three years.

Classes of Assets

To ensure the observance of limitations and restrictions placed on the use of resources available to the Society, resources for various purposes are classified for accounting purposes into the following classes established according to their nature and purpose.

Unrestricted net assets are the net assets that are neither permanently restricted nor temporarily restricted by donor-imposed stipulations and includes Board designated funds, i.e.: funds that have been segregated by the Board to be spent only on specified purposes.

Temporarily restricted net assets result from contributions whose use is limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of the Society pursuant to these stipulations. Net assets may be temporarily restricted for various purposes, such as use in future periods or use for specified purposes. The Society has no permanently restricted net assets.

Tax Exempt Status

The Society has been granted exemption from income taxes under Section 501(c)(3) of the Internal Revenue Code, as amended and is classified as other than a private foundation. Therefore, no provision for income taxes has been made.

Management evaluated the Society's tax positions and concluded that the Society had taken no uncertain tax positions that require adjustment to or disclosure in the financial statements. With few exceptions, federal and state information returns for the years prior to 2011 are no longer subject to examination by tax authorities.

Subsequent Events

The Society evaluated its December 31, 2014 financial statements for subsequent events through February 10, 2015, the date the financial statements were available to be issued.

**THE SOCIETY FOR THE PRESERVATION OF
NATURAL HISTORY COLLECTIONS**

NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2014 AND 2013

(REVIEWED)

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NOTE 2 – Inventory

Inventory, at cost, consists of the following at December 31:

	<u>2014</u>		<u>2013</u>
Ideas and Practical Solutions - Vol 1	\$ 876	\$	-
A Preventive Conservation Approach - Vol 2	912		781
Managing the Modern Herbarium	2,313		2,598
MuseumWise: Workplace Words Defined	5,558		5,976
Museum Studies	522		584
Health and Safety	18,168		18,946
	<u>\$ 28,349</u>	\$	<u>28,885</u>

NOTE 3 – Investments

Investments, at market value, consist of the following at December 31:

	<u>2014</u>		<u>2013</u>
Mutual funds	\$ 83,872	\$	82,480

Fair market values for certificates of deposit and mutual funds, which are the amounts reported in the statements of financial position, are all based on the quoted market prices, Level 1 methodology, less any dividend and interest income earned but not yet received. Carrying value approximates fair market value.

Investment income for the years ended December 31, is comprised of the following:

	<u>2014</u>		<u>2013</u>
Unrealized gain (loss) on market value	\$ 1,392	\$	18,635
Interest and dividends	8,817		2,192
	<u>\$ 10,209</u>	\$	<u>20,827</u>

**THE SOCIETY FOR THE PRESERVATION OF
NATURAL HISTORY COLLECTIONS**

NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2014 AND 2013

DRAFT

(REVIEWED)

NOTE 4 – Intangible Asset

Website building and design fees incurred in 2010 for long-term functionality purposes, and the related accumulated amortization as of December 31, are summarized as follows:

	<u>2014</u>		<u>2013</u>
Gross carrying amount	\$ 17,300	\$	17,300
Less: accumulated amortization	(17,300)		(16,700)
	\$ -	\$	600

Amortization expense for the years ended December 31, 2014 and 2013 was \$600 and \$4,324, respectively.

Expenditures related to maintenance and updates are charged to operations as incurred. See Note 6.

NOTE 5 – Temporarily Restricted Net Assets

Temporarily restricted net assets consist of the following at December 31:

	<u>2014</u>		<u>2013</u>
Award fund	\$ -	\$	125
Christine Allen travel grant	905		-
Fitzgerald travel grant	-		50
Founders fund	-		145
Storage book	2,952		4,500
	\$ 3,857	\$	4,820

**THE SOCIETY FOR THE PRESERVATION OF
NATURAL HISTORY COLLECTIONS**

NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2014 AND 2013

DRAFT

(REVIEWED)

NOTE 6 – Program Expenses

Program expenses for the years ended December 31 are as follows:

	<u>2014</u>		<u>2013</u>
Membership and miscellaneous	\$ 2,703	\$	4,411
Printing and publication	20,448		25,227
Shipping and mailing	718		55
Research grant	-		1,105
Travel grants	4,516		1,848
Website	950		8,150
	<u>\$ 29,335</u>	\$	<u>40,796</u>

NOTE 7 – General and Administrative Expenses

General and administrative expenses for the years ended December 31 are as follows:

	<u>2014</u>		<u>2013</u>
Amortization	\$ 600	\$	4,324
Bank and merchant charges	777		606
Election expense	421		794
Insurance	3,273		3,244
Office supplies	607		910
Professional fees	5,500		5,000
	<u>\$ 11,178</u>	\$	<u>14,878</u>