

**AEIC Board Meeting
February 2, 2006
Washington, DC**

Board Attendees: R. Shillito (Pres.), D. Dixon (V. Pres.), R. Giroux (Past Pres.), D. Layton (Treas.), P. Hunst (Sec.)

The AEIC Board met on February 2 at the The Dow Chemical Offices in Washington, DC. The first order of business was an update on the budget by D. Layton.

Table 1. 2005 Budget Summary

Beginning balance as of Jan. 1, 2005	\$26,638
2005 Membership Dues Paid	8,600
2005 Additional Membership Dues Projected	77
TOTAL REVENUE	\$ 8,677
Expenditures	
Protein Paper	\$8400
Wire Transfer Fees	
DE Franchise Tax Report	25
ANSI/ISO Initiative (AOCS – ISO TAG)	2600
Board Meeting Expenses	936
Spring Meeting Expenses	450
Hostway (AEIC Website)	431
PPT Presentation (A. Bridges)	1000
AOAC International (Reprint PDF)	250
Bank Service Charges	96
Fall Meeting Expenses	1169
Reprints	
Workshop – China	
Subscriptions	
Miscellaneous	
TOTAL Projected Expenses	\$15,357
END OF YEAR BALANCE	\$19,958

Table 2. 2006 Budget Summary

	Planned	Actual
Beginning Balance as of Jan. 1, 2006		\$19,958
2006 Membership Dues Projected	\$8600	
Interest Income	70	
Total Projected Revenue	\$8670	
Expenditures		
Scientific Paper	6000	
Wire Transfer Fees		
DE Franchise Tax Report	25	
ANSI/ISO Initiative (AOCS-ISO TAG)	2600	
Board Meeting Expenses	120	
Spring Meeting Expenses	800	
Hostway (AEIC website)	500	
PPT Presentation		
AOAC International (Reprint PDF)		
Bank Service Charges	100	
Fall Meeting Expenses	1000	
Reprints	200	
Workshop		
Subscriptions – conferences	200	
Miscellaneous	100	
Total Projected Expenses	\$11,645	
Projected New Balance	\$16,983	

Expenses are exceeding incoming revenue. To resolve this, either the expenses need to be reduced or more revenue (new members) is needed. A list of possible new member companies was retrieved from the Fall Meeting Minutes. The Board will ask the AEIC Members for contact person names at these companies so that the Board can contact these persons to discuss company membership in AEIC. The list of possible members included:

- Valent
- Riceland
- Biorex
- Phyton
- Phillip Morris
- ADM
- Bunge
- Scott's
- Chlorogen

- Silliker, Inc.

The Board also discussed the “Scientific Initiative” for 2006. At the Fall Meeting 2005, it was suggested that AEIC may want to generate data and write a paper on comparability of methods – DNA vs. protein. This would require commitment from AEIC members to generate the data and would also require an administrator for the test material. R. Shillito and D. Dixon will work on drafting a proposal for this initiative to present to the membership at the AEIC Spring Meeting 2006.

A motion was made, seconded and voted favorably to accept the 2006 projected budget.

An update was given by R. Shillito, R. Giroux and D. Layton on the jointly sponsored ILSI-AEIC Workshop in China in December, 2005. Approximately 90 people attended the workshop which included representatives from the Chinese government as well as representatives from the large food companies (Nestle, Unilever, etc.). There were also 17 students from the Chinese institutes. The “learnings” for the organizers of the workshop included:

1. Need to get the message out the first day of the workshop as non-laboratory participants generally attend only the first day
2. Take care when using products from other distributors, i.e., Qiagen kit was marked as containing “dangerous chemicals” which made it difficult to import
3. Will make sure that the AEIC logo is properly displayed as a workshop organizer
4. Need to do some “succession planning” for speakers

The Board discussed the duties of Vice President in relation to the planning of the Spring and Fall Meetings. It was decided that it would be more efficient to have the Past President plan the agenda for the Spring Meeting and the Vice President plan the Fall Meeting. This policy change will be instituted for the new 2007 Board.

The last discussion of the Board Meeting centered on agenda plans for the Spring Meeting 2006. The meeting will be hosted by USDA GIPSA (R. Jenkins) in Kansas City at the NOAA National Weather Training Center. Theme ideas were discussed for the various portions of the meeting. A possible theme for the first day may be Food Quality Traits – What is coming, testing, industry applications. Other areas of interest are: Plant-made vaccines for Animal Health; Testing Lab Preparedness in times of natural disasters; Test Strip Readers—What are they and how do they work; Breeding 101. The meeting will also encompass the AEIC Business Session and the Update Session. During the Updates session, R. Giroux will give an overview of the discussion during Fall, 2005 of the recommendation to standardize the technical sheets for lateral flow strip (LFS) tests by manufacturers. D. Dixon will be working on a tentative agenda and speakers within the next few weeks. The goal is to have a tentative agenda out to the membership around March 1.

The AEIC Fall Meeting 2006 is being hosted by EnvioLogix in Portland, ME. The current tentative dates are September 13-14 due to the availability of hotels during the fall color season in the Northeast.