

MINUTES 002.APR18.2024

# WBC SPRING 2024 IAB EXECUTIVE COMMITTEE MEETING

THURSDAY, APRIL 18, 2024

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## Participants

### Executive Committee Members

**AkzoNobel**

Heath Saunders

**Arclin**

Bret Knudsen

**Bakelite Synthetics**

Bao Do

Jessica Jennings – TC Chair

**Boise Cascade**

Danny Way

**Forest Products Laboratory**

Andy Martin

Sam Zelinka

**Freres Lumber**

Patrick Farrell

**Hexion**

Chris Wren – EC Chair

**LP Building Solutions**

Paul Merrick

**Roseburg Forest Products**

Sarath Vega

**QSLD. Gov – DAF**

Tim Smith - online

**Willamette Valley Company**

Sudip Chowdhury

**Guests****Simpson Strong-Tie**

Jung Ki

**WBC**

Arijit Sinha – OSU Director

Charles C. Frazier – VT Director

Patricia Vega – Managing Director

This meeting was hosted by Oregon State University (OSU) at the Peavy Forest Science Center and facilitated by Chris Wren, Chair of the WBC Executive Committee. Ten member-companies were in attendance in person, one member, DAF, attended briefly online.

## Agenda Topics

### A. State of the Center

- A.1 Current Membership
- A.2 Research Overview
- A.3 Financial Overview

### B. Member Recruiting & Retention

### C. New Business:

- C.1 Endowment Funds Relocation
- C.2 WBC Bylaws
- C.3 Strategic Planning Research Program

### D. Other Business

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### A. State of the Center

#### A.1 Membership Report

In Fiscal Year 2024, the center had 11 members. AkzoNobel and the USDA Forest Products Laboratory joined at the start of FY2024.

#### A.2 Report Research

In Fiscal Year 2023, the center developed 8 research projects employing eight students in three universities: OSU (4), VT (2), Auburn (2), and Auburn (2). One project at OSU, P-02-MU was delayed. In Fiscal Year 2024, there were no continuation requests. From the twelve research proposals presented, one (1) special project was approved and three (3) new research projects were funded for a total (including indirect costs) of \$303,123.59. Refer to *Appendix 1*.

#### A.3 Financial Report

##### Fiscal Year 2024

Program income was \$459,679.44 from membership fees of 11 members and leftover from FY2023 (\$19,679.44). The program expenses added \$423,064.25. The expected leftover for FY2024 is \$36,614. *Appendix 1*.

ITEM	AMOUNT	%
PROGRAM INCOME	\$ 459,679.44	--
RESEARCH	\$ 284,135.90	67%
CENTER OPERATIONS	\$ 101,833.80	24%
RECRUITMENT	\$ 6,794.95	2%
IAB MEETINGS	\$ 30,300.00	7%
TOTAL EXPENSES	\$ 423,064.65	100%
CARRYOVER	\$ 36,614.79	

### Projection Fiscal Year 2025

The projected program income is \$476,614.19 based on the membership fees from 11 members and the leftover from FY 2024. The projected program expenses add \$ \$436,323. This amount includes new research projects for \$303,123.59 (including indirect costs). The amount of \$40,291.79 will be available for a new special project to be presented in the Fall, leaving a leftover of \$291.79. *Appendix 2.*

ITEM	AMOUNT	%
PROGRAM INCOME	\$ 476,614.79	--
RESEARCH	\$ 303,123.59	69%
CENTER OPERATIONS	\$ 107,950.00	25%
RECRUITMENT	\$ 12,949.41	3%
IAB MEETINGS	\$ 12,300.00	3%
TOTAL EXPENSES	\$ 436,323.00	100%
AVAILABLE NEW RESEARCH	\$ 40,291.79	

## B. Member Recruiting & Retention

- B.1 Potential new member Simpson Strong-Tie attended the meeting and informed that leadership will inform of decision by October 2024.
- B.2 **Decision:** The IAB Executive Committee approved a motion to report on faculty recruitment efforts. The members agree to strengthen diverse research fields within the center by actively

reaching out to faculty from both WBC current partner universities and other potential partner universities.

### C. New Business: Endowment Fund Relocation

- C.1 Transfer of endowment funds from Virginia Tech to OSU is been finalized.
- C.2 Last report stated funds for \$344,000 at VT, funds to be transferred to OSU reported to be \$274,000.
- C.3 Dr. C. Frazier informed that \$70,000 will be kept at Virginia Tech for project funding.
- C.4 **Decision:** The IAB Executive Committee approved a motion to have, upon transfer of endowment funds to OSU finalized, a complete report on exact numbers and use of the total amount of the endowment for budgeting purposes.

### D. New Business: WBC Bylaws

- D.1 The IAB Executive Committee notes that Section F of the WBC Membership Agreement and Section 4.c. of the WBC Partner University Agreement stipulate that, for proprietary reasons, members have the privilege to review any paper or presentation containing results of the WBC research program before publication/presentation. They are granted a 30-day window from the submission date to the Managing Director to exercise the right to request a publication delay, not exceeding one year
- D.2 The IAB Executive Committee observed that there have been instances when PI and students have not followed section F. of the WBC Membership Agreement and Section 4.c. of the WBC Partner University Agreement and what is described in D.1.
- D.3 **Decision:** The IAB Executive Committee Projects approved a to amend the Bylaws, introducing disciplinary measures for Principal Investigators (PIs) whose students fail to adhere to Section F of the WBC Membership Agreement and Section 4.c. of the WBC Partner University Agreement..
- D.4 **Decision:** The IAB Executive Committee approved a motion to integrate a disciplinary procedure concerning sections D.1, D.2., and D.3. After evaluating the gravity of the offense, as determined by the IAB Executive Committee, the consequences may involve suspending funding to the Principal Investigator (PI) for two funding cycles or terminating funding for the project entirely
- D.5 The IAB Executive Committee observed that Article III, Section 3.6.a. from the Bylaws specify that *“PI must start new research projects within 12 months of the award date. Otherwise, funding requires reapproval by the IAB TC during the next meeting”*.
- D.6 **Decision:** The IAB Executive Committee Projects approved a motion to suspend funding to project P-02-MU due to a 12-month delay. The PI is invited to re-compete in the Fall Meeting 2024 if funding for new research is available.

D.7 **Decision:** The IAB Executive Committee approved a motion to approve the reviewed and updated WBC Bylaws (See Appendix).

## E. Other Business

E.1 **Decision:** The IAB Executive Committee approved a motion to assign \$4,000.00 for the Managing Director to attend the World Conference of Timber Engineering (WCTE) in Brisbane Australia on June 22 – 26, 2025 with the goal of recruiting prospective members.

## F. Action Items

- Directors and Managing Director will present report to the IAB Executive Committee and IAB Technical Committee on recruiting efforts of faculty members with research field within the interest of the members. (Decision B.2.)
- Managing Director will prepare a historical report of transactions and balance of Endowment Funds transferred to OSU (Decisions C.4.)
- Managing Director will send periodical reminders to PI and student about guidelines for presentations/publications related to the WBC research program (Decision D.3.)
- The Directors and Managing Director update Bylaws with disciplinary action item (Decision D.4.)
- OSU Director and Managing Director will inform PI of project P-02-MU about the EC decision (Decision D.6.)

## G. APPENDIX

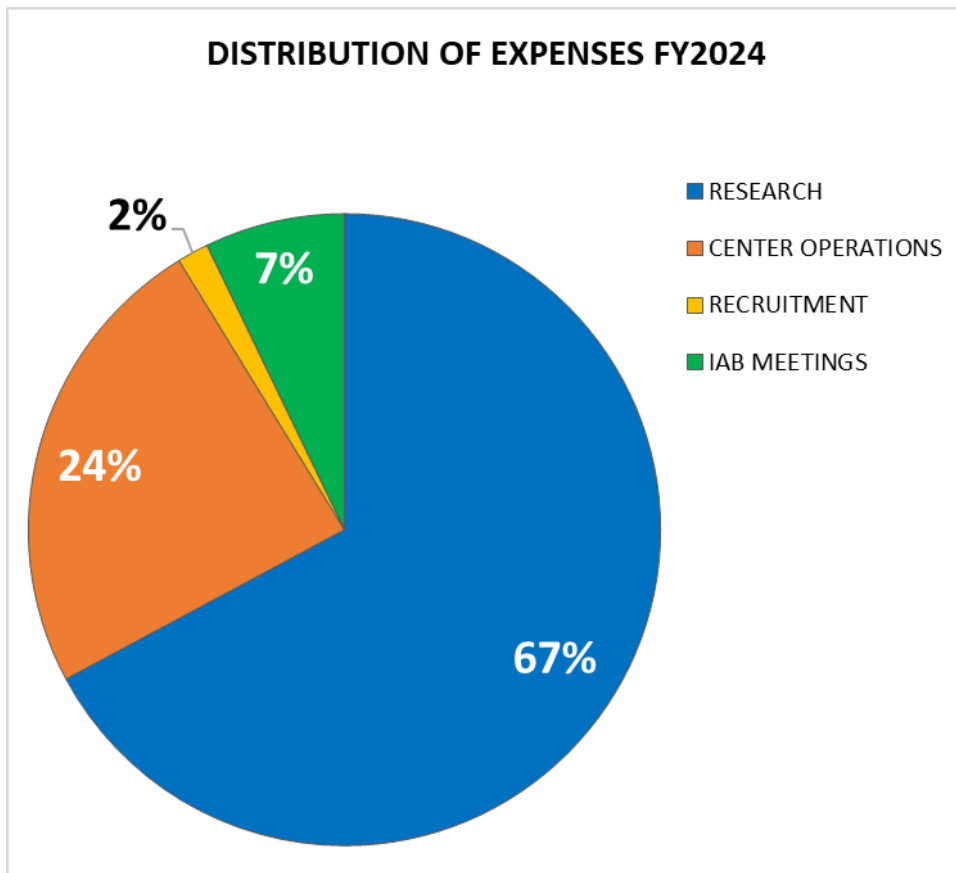
### G.1 Financial Report FY2024

AREA	ACTIVITY CODE	DESCRIPTION	EXPENSE CODE	DESCRIPTION	2024
<b>PROGRAM INCOME</b>	P1	MEMBERSHIP	P11	MEMBERSHIP FEE	<b>\$440,000.00</b>
	P2	GRANTS	P21	GRANTS & OTHER FUNDING	<b>\$ -</b>
	P3	CARRYOVER	P31	CARRYOVER PREV. FY.	<b>\$ 19,679.44</b>
<b>TOTAL PROGRAM INCOME</b>					<b>\$459,679.44</b>
<b>RESEARCH</b>	A1	NEW PROJECTS			<b>\$ 97,692.00</b>
	A2	CONTINUATION REQUESTS			<b>\$106,000.00</b>
	A5	INDIRECT COSTS		17.5% PROGRAM INCOME	<b>\$ 80,443.90</b>
<b>SUBTOTAL RESEARCH</b>					<b>\$284,135.90</b>
<b>CENTER OPERATIONS</b>	B1	MANAGING DIRECTOR	B11	SALARY BENEFITS PVEGA	<b>\$ 96,000.00</b>
			B12	TRAVEL IAB VEGA	<b>\$ 2,500.00</b>
			B13	TRAVEL SINHA & FACULTY	<b>\$ 1,704.61</b>
	B2	STUDENT WORKER	B21	SALARY STUDENT WORKER	<b>\$ 1,000.00</b>
	B3	ADMINISTRATION	B31	OFFICE SUPPLIES	<b>\$ 423.81</b>
			B32	WEBSITE MANAGEMENT	<b>\$ 205.38</b>
<b>SUBTOTAL OPERATIONS</b>					<b>\$101,833.80</b>
<b>RECRUITMENT</b>	C1	EVENTS & MEETINGS	C11	REGISTRATION FEES	<b>\$ 2,694.95</b>
			C12	TRAVEL RECRUITMENT	<b>\$ 2,000.00</b>
			C13	EVENT LOGISTICS	<b>\$ 500.00</b>
			C14	MEMBERSHIPS	<b>\$ 100.00</b>
	C2	MARKETING MATERIALS	C21	PRINTING SERVICES	<b>\$ 1,500.00</b>
<b>SUBTOTAL RECRUITMENT</b>					<b>\$ 6,794.95</b>
<b>IAB MEETINGS</b>	D1	STUDENTS	D11	TRAVEL IAB	<b>\$ 12,000.00</b>
	D2	EVENT LOGISTICS	D21	SERVICES	<b>\$ 18,000.00</b>
			D22	MATERIALS	<b>\$ 300.00</b>
<b>SUBTOTAL MEETINGS</b>					<b>\$ 30,300.00</b>
<b>TOTAL EXPENSES</b>					<b>\$423,064.65</b>
<b>LEFTOVER FY2024</b>					<b>\$ 36,614.79</b>

### REVENUE AND EXPENSES FY2024

ITEM	AMOUNT	%
PROGRAM INCOME	\$ 459,679.44	--
RESEARCH	\$ 284,135.90	67%
CENTER OPERATIONS	\$ 101,833.80	24%
RECRUITMENT	\$ 6,794.95	2%
IAB MEETINGS	\$ 30,300.00	7%
<b>TOTAL EXPENSES</b>	<b>\$ 423,064.65</b>	<b>100%</b>
CARRYOVER	\$ 36,614.79	

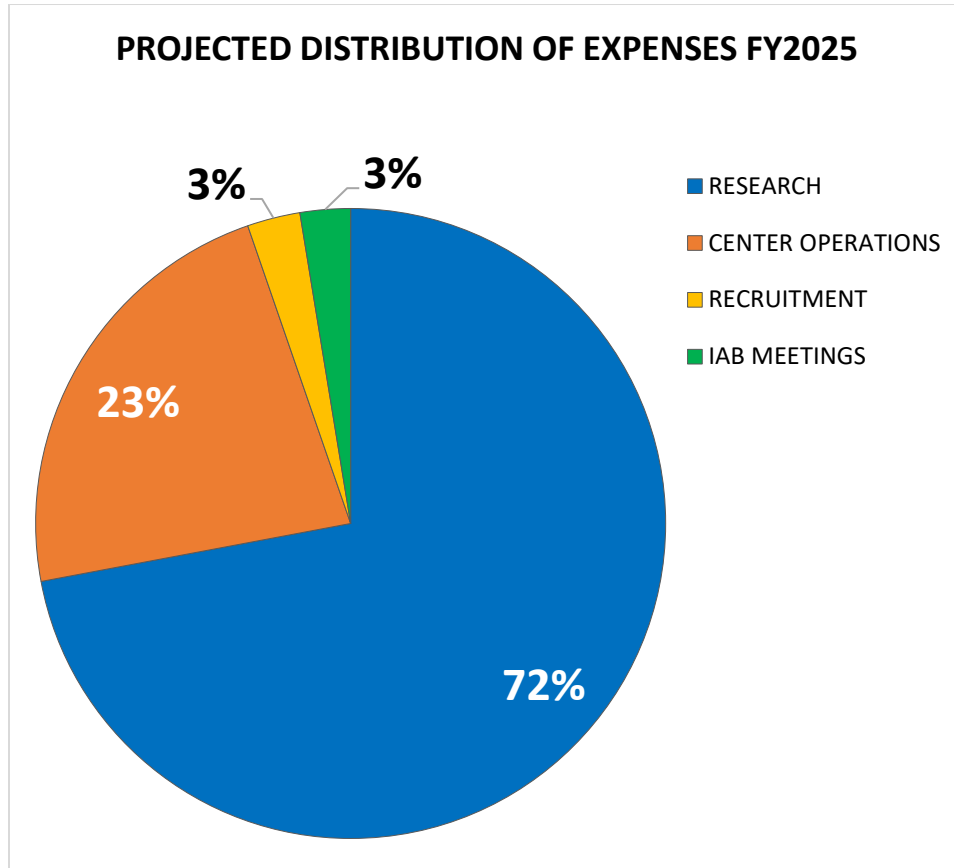
### DISTRIBUTION OF EXPENSES FY2024



**G.2 Projection FY2025**

AREA	ACTIVITY CODE	DESCRIPTION	EXPENSE CODE	DESCRIPTION	2025
<b>PROGRAM INCOME</b>	P1	MEMBERSHIP	P11	MEMBERSHIP FEE	<b>\$440,000.00</b>
	P2	GRANTS	P21	GRANTS & OTHER FUNDING	
	P3	CARRYOVER	P31	CARRYOVER PREV. FY.	<b>\$ 36,614.79</b>
				<b>TOTAL PROGRAM INCOME</b>	<b>\$476,614.79</b>
<b>RESEARCH</b>	A1	NEW PROJECTS			<b>\$219,716.00</b>
	A2	CONTINUATION REQUESTS.			--
	A5	INDIRECT COSTS	A51	17.5% PROGRAM INCOME	<b>\$ 83,407.59</b>
				<b>SUBTOTAL RESEARCH</b>	<b>\$303,123.59</b>
<b>CENTER OPERATIONS</b>	B1	MANAGING DIRECTOR	B11	SALARY BENEFITS PVEGA	<b>\$ 99,000.00</b>
			B12	TRAVEL IAB VEGA	<b>\$ 3,000.00</b>
			B13	TRAVEL SINHA & FACULTY	<b>\$ 2,500.00</b>
	B2	STUDENT WORKER	B21	SALARY STUDENT WORKER	<b>\$ 2,500.00</b>
	B3	ADMINISTRATION	B31	OFFICE SUPPLIES	<b>\$ 500.00</b>
			B32	WEBSITE MANAGEMENT	<b>\$ 200.00</b>
			B33	OTHERS	<b>\$ 250.00</b>
				<b>SUBTOTAL OPERATIONS</b>	<b>\$107,950.00</b>
<b>RECRUITMENT</b>	C1	EVENTS & MEETINGS	C11	REGISTRATION FEES	<b>\$ 2,500.00</b>
			C12	TRAVEL RECRUITMENT	<b>\$ 2,000.00</b>
			C13	EVENT LOGISTICS	<b>\$ 500.00</b>
			C14	MEMBERSHIPS	<b>\$ 100.00</b>
	C2	MARKETING MATERIALS	C21	PRINTING SERVICES	<b>\$ 1,500.00</b>
				<b>SUBTOTAL RECRUITMENT</b>	<b>\$ 12,949.41</b>
<b>IAB MEETINGS</b>	D1	STUDENTS	D11	TRAVEL IAB	<b>\$ 12,000.00</b>
	D2	EVENT LOGISTICS	D21	SERVICES	<b>\$ 300.00</b>
				<b>SUBTOTAL MEETINGS</b>	<b>\$ 12,300.00</b>
				<b>TOTAL EXPENSES</b>	<b>\$436,323.00</b>
				<b>AVAILABLE NEW RESEARCH</b>	<b>\$ 40,291.79</b>





ITEM	AMOUNT	%
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IAB MEETINGS	\$ 12,300.00	3%
<b>TOTAL EXPENSES</b>	<b>\$ 436,323.00</b>	<b>100%</b>
AVAILABLE NEW RESEARCH	\$ 40,291.79	