

GREAT LAKES INVASIVES TCN

Organizational Meeting, The Field Museum, Chicago, IL

3rd Floor Botany Classroom, December 15, 2014 12:00-5:00PM

- 12:00-12:30 Lunch, General Project Overview & Introductions – 30 minutes (KEN CAMERON)
- 12:30-12:45 Overview of Symbiota – 15 minutes (KEN CAMERON)
- 12:45-1:00 Educational Outreach Plans – 15 minutes (ANDREW HIPPI & MARLENE HAHN)
- 1:00-2:00 iDigBio Established Workflows: **Plants** – 1 hour
- 1) Ordering, setup and use of the Photo Lightbox, rulers, & color cards (CHRISTINE NIEZGODA),
 - 2) Pre-curation, Barcodes, Creation of skeletal data records using the GLI app (MARY ANN FEIST),
 - 3) Uploading images + skeletal records to Great Lakes Symbiota portal via ftp , full data record editing, OCR & overview of data flow to iDigBio (AARON GOLDBERG & ROBERT ANGLIN)
- 2:00-2:30 iDigBio Proposed Workflows: **Mollusks** – 30 minutes (TOM DUDA & DIEGO BARROSO)
- 2:30-3:00 iDigBio Proposed Workflows: **Fish** – 30 minutes (DANIEL LE)
- 3:00-3:20 Coffee Break – 20 minutes
- 3:20-4:00 Breakout sessions to discuss taxon specific details – 40 minutes
- A) Botanists (RICH LABELER, moderator)
 - B) Zoologists (ANDREW SIMONS, moderator)
- 4:00-5:00 Group Discussion – reporting requirements, future online meetings, maintenance of wiki, Facebook page, moving forward, questions, etc. – 1 hour (KEN CAMERON)

Confirmed Participants

Robert Anglin	B/Z	WI
Diego Barroso	Z/B	MI
Ken Cameron	B	WI
Kevin Cummings	Z	IL
Marymegan Daly	Z	OH
Thomas Duda	Z	MI
Mary Ann Feist	B	WI
Aaron Goldberg	Z/B	WI
Marlene Hahn	B	IL
Laura Halverson	Z	WI
Andrew Hipp	B	IL
Daniel Le	Z	IL
Susan Mochel	Z	IL
Brenda Molano-Flores	B	IL
Christine Niezgodá	B	IL
Rick Phillippe	B	IL
Richard Rabeler	B	MI
Andrew Simons	Z	MN
Christopher Taylor	Z	IL
Mark Wetter	B	WI

Possibly Attending via Teleconference:

Nico Franz	Z	AZ
Marcia Moore	B	IN
Anna Monfils	B	MI
Diana Hurlbut	B	NY
Anne Bruneau	B	CAN

B=Botanist, Z=Zoologist

LOGISTICS & GENERAL INFORMATION

We will be meeting at the Field Museum in the Botany Classroom on the 3rd Floor, adjacent to the Herbarium. Lunch will be waiting for us before noon. OK to arrive a bit early.

Entrance to the museum: you may come to any of the 4 doors, proceed to the guard and let them know you are here for the "TCN Meeting". A staff member will come to escort you upstairs. Any problems have the guard call Christine Niezgoda at extension x7845

Arrival by Car: Park in Solider Field Lot, entrance is on the NE side of the Arena. Take the parking ticket from the machine. You need this ticket to leave the lot at the end of the day. A parking voucher will be given to you at the meeting so there will be no cost to you. Note: On some days the lot is pay as you enter (no prior notice to staff) so in this case you will need to get your parking voucher prior to entering the lot from Christine. She will text you in the morning if this is the case, please provide a contact number. Closest entrance: SOUTH DOOR

Arrival by Public Transport:

Union Station: Fastest transport by Taxi; alternative is to take the Jackson bus East to State Street then transfer to the CTA Red Line or 146 Bus.

CTA Bus: 146 bus drops you closest to the EAST DOOR

CTA Train: Red line to Roosevelt Road Stop and taken Pedestrian Walkway to NORTH DOOR

Taxi: Drop-off at SOUTH DOOR

Teleconferencing via Skype: Unfortunately, we will have limited capability within the meeting room, so I apologize in advance if this works out poorly. We will have a laptop setup with video camera and microphone, but may not be able to engage in much conversation remotely. Ken Cameron will be logged on throughout the meeting and his Skype name is: KCameronWIS. Please feel free to call in and out as you like. We will do our best to connect you.

Local Contact is Christine Niezgoda: cniezgoda@fieldmuseum.org Tel: 312-665-7845
Ken Cameron's mobile number is: 608-577-7461

Forecast: Cloudy. High 48F. Winds SSW at 5-10 mph. 20% light rain increasing in the evening then becoming a steady light rain late. Low 38F.

SAFE TRAVELS!!