

**AMERICAN MOSQUITO CONTROL ASSOCIATION**  
**Saturday, October 11, 2003**

**CALL TO ORDER:**

President Fred Knapp called the meeting to order at 8:00 a.m. A brief moment of silent reflection for loved ones and colleagues who have passed away during the past year was called for by the President. A resolution will be passed at the annual meeting recognizing deceased members of the organization.

**ROLL CALL:**

President Knapp dispensed with the roll calling in lieu of the sign-in sheet. All board members were present.

**WELCOME AND STATEMENT BY PRESIDENT:**

President Knapp welcomed the Board and guests to Savannah.

**APPOINTMENT OF PARLIAMENTARIAN:**

President Knapp appointed Dr. Sammie Lee Dickson as Parliamentarian for the meeting. Items up for discussion will not be timed. Procedures for the meeting were outlined by the President.

**ADOPTION OF ORDER OF BUSINESS:**

President Knapp asked for a review of the agenda. Fred Preiss will be discussed under Section F: Awards. The meeting will accommodate the arrival of the representative from the convention center for the discussion on the local arrangements for the annual meeting.

Dr. Brown moved, seconded by Mr. Opp, that the Order of Business be adopted as presented. The motion was unanimously approved by voice vote.

**APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING:**

The following corrections were made to the minutes of the previous meetings.

Business Meeting, March 5, 2003

- Page 2: "Treasures" changed to "treasurers"  
"regulator" Changed to "regulatory"  
"submitted" changed to submit"
- Page 3: "Dames" changed to "Dame"  
"Present" changed to "presented"
- Page 4: "Hase" changed to "Hays"  
"Michelle" changed to "Mitchell"  
"Case" changed to "Kase"  
add Ron Nunez

Page 5: names need to be inserted under Life Members and Emeritus Members  
Board of Directors Meeting, March 6, 2003

Page 1: Jack Hazelrigg not present

Page 2: “not happy with” changed to “expressed concerned about”

### **GENERAL REPORTS**

#### **CENTRAL OFFICE:**

Leesburg Printing will be doing the printing for Newsletter. This is saving the AMCA \$1,200.00 per issue. New vendors are interested in sponsoring issues of the Newsletter.

Mr. Chomsky reported that the new website is up and running. The “members only” portion of the website will be available by the end of this meeting.

#### **TECHNICAL ADVISOR:**

Mr. Conlon, Technical Advisor, thanked Dr. Dickson and Mr. Brown for their help with the committees and Bill Sames for his work on the Publications Committee.

#### **TREASURER:**

Mr. Inman reported that he was very happy with the audit that was done for the pervious fiscal year ending June 30, 2003. Mr. Inman reviewed the budgetary performance for the fiscal year July 1, 2002 through June 30, 2003. This was an excellent year for the AMCA with \$21,000.00 in excess revenue.

Mr. Inman thanked Mr. Chomsky and the board for their hard work this year.

Mr. Brown suggested that a tax attorney review the tax returns for the 02/03 fiscal year. This would clarify the amount of lobbying vs. legal work being done by McDermott, Will & Emery for the AMCA. The Treasurer will work with the Central Office on this issue.

The Treasurer and Mr. Brown will prepare a more detailed financial report on the legislative advocacy revenue and expenses for the annual meeting.

### **ITEMS FOR APPROVAL BY GENERAL CONSENT**

These are items including committee reports for which no report was submitted, no activity was performed, or no action is required.

Mr. Brown reported that the only issue given to the past president’s advisory committee was to review the operating manual. Dr. Dickson was commended for his work on the manual.

Mr. Brown moved, seconded by Mr. Opp that the items for general consent including the Past Presidents Advisory Committee, the Executive Committee and the Membership Committee be approved. The motion was unanimously approved by voice vote.

### **COMMITTEE AND SUBCOMMITTEE REPORTS**

#### **ANNUAL MEETING:**

##### **Local Arrangements:**

Dr. Nasci reported that a meeting had been held with the Local Arrangement Committee. Dr. Lewandowski reviewed the local arrangements including bus and water taxis service. A transportation schedule will be published in the daily newsletter at the annual meeting. The cost of the water taxis will be \$2.00 per day, per person. How the number of attendees using the water taxis is determined will be negotiated with the company. A "pay as you go" lunch service provided on site Monday and Tuesday was one option discussed. Including luncheon costs for Monday and Tuesday and water taxis fees in the registration fee was agreed on.

The local arrangement committee will determine which one day speakers are required to pay registration fees.

There will be no head table at the banquet. Regular tables will be reserved at the front of the room for awardees and dignitaries.

Mr. Inman suggested that sustaining members be recognized with signage at the AMCA booth and at the banquet.

Entertainment at the meeting was left up to the local arrangement committee.

Mr. Chomsky reviewed arrangements for the 2005 meeting in Vancouver which runs from April 1<sup>st</sup> through 8<sup>th</sup>. No customs difficulties are foreseen. The Northwest MCA will have their meeting directly prior to the IBM in Vancouver on October 6-8.

##### **Program:**

Mr. Opp provided an amended agenda for the 2004 annual meeting. Keynote speakers were discussed.

##### **ARCHIVES:**

President Knapp has recently signed the agreement with Rutgers, New Jersey State University, to house the archival material of the AMCA from 1935 to present.

Through her report Ms. Hansen asked that the proposed guidelines for submission of archival material be adopted by the board.

Dr. Dickson suggested that the reimbursement of postage be deleted from item #1 in the committee's report. Dr. Nasci recommended that #6 be removed from the report and that in #7 the word "authorship" be replaced with "reprinting". It was decided to delete the last sentence in #6.

A discussion was held concerning the necessity of reprinting archival material if all past printed material will be available on-line.

Mr. Inman moved, seconded by Mr. Hatch that the archival guidelines be sent to the Archives Committee, with the suggested changes and the Board's input and concerns, for consideration at the annual meeting. The motion was approved by the majority of the Board with three opposing votes.

The guidelines will be sent back to Ms. Hansen, with the suggested changes, for revision by the committee.

#### **AWARDS:**

Mr. Brown reviewed the recommendations for award winners and speakers and proposed that the Board accept the recommendations.

Dr. Tanaka, the recommended Belkin award winner may not be able to travel because of ill health but it was felt that he should still be given the award. President Knapp suggested that a video of Dr. Tanaka could be shown at the meeting in his absence.

Mr. Inman suggested that monies needed to fund the Belkin and Boyd awards be taken out of the general funds due to the low amount of interest earned on these funds. This procedure is according to the guidelines therefore no vote is needed.

No nominations have been received for the Boyd award or the Grass Roots award. The deadline for these nominations was the IBM.

Mr. Brown moved, seconded by Dr. Dickson that the following nominations be approved.

Medal of Honor	Dr. Jimmy Long
Meritorious Service	Dr. Yadira Rangel and Jim Robinson
Presidential Citation	Dr. Jim Brown
Belkin Award	Dr. Kazuo Tanaka
Memorial Lecture	Dr. David Dame
Memorial Honoree	Dr. Donald Pletch
Industry Award	John Clarke, Jr.

The motion was unanimously approved by voice vote.

A break was taken at this time.

All Board members previously present were again present.

Mr. Brown reported that it has been suggested that an award be named for Fred Preiss, who passed away this year. It may be possible to have a "one time" award channeled through an existing award. According to the minutes of last year's meeting a new award cannot be established without a \$5,000.00 base which can be accumulated over a five year period and guidelines. The interested parties will be provided with the guidelines for establishing a new award. Mr. Brown will follow-up on this issue.

#### **BY LAWS & RESOLUTIONS:**

Ms. Hansen was not present to give her report. Dr. Dickson, as committee liaison, noted that the insert under Item #G labeled "Brief Explanation of Substantive Changes as Contained in the Draft Bylaws Approved September 12, 2003 by the Executive Board" and "Draft Bylaws" do not pertain to the AMCA. The board concluded that this information was included in the report in error.

President Knapp charged the Bylaws Committee with reviewing the bylaws and correcting any discrepancies in terminology and make any necessary clarifications. This charge is to be completed by the annual meeting. This charge differs from the charges previously given the committee.

Mr. Hatch moved, seconded by Dr. Duhrkopf that the changes to the bylaws pertaining to the standing committees be accepted as presented. The changes will be sent out to the membership for a mail ballot vote. The motion was unanimously approved by voice vote.

The correct attachments will be requested of Ms. Hansen.

#### **MEMBERS EDUCATION:**

The board reviewed Ms. Rutledge's committee report. The survey concerning membership training needs will be in the Summer 2003 issue of "Wing Beats".

Mr. Chomsky reported that the office has run out of the mosquito game "Know Mosquitoes". Quotes for having the game re-manufactured were received from three vendors. All three quotes are less expensive than the cost of having the games reproduced by the current vendor. The price per game goes down as the quantity of games ordered goes up.

BioQuip is interested in being the sole merchandiser for the game. This would expose the games to thousands of buyers. If this was done no one else, including the AMCA could sell the game.

The game would have to be updated to reflect current public health situations such as West Nile virus. At this time there is no games committee. It was suggested that a consultant be hired to update the game in a timely fashion. Mr. Inman noted that there is no money in the budget this year for producing games but last year there was \$13,860.00 which was not spent. Susan Maggy and Dave Brown are working on the manual for the game. The manual would have to be coordinated with any changes to the game itself. Having volunteers do this work is not time efficient.

A charge was given that the Central Office obtain proposals and quotes on having the cards revised and up-dated. The status of the manual will be determined and relayed to the central office.

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**PRINCIPAL (CENTRAL) OFFICE:**

The Board reviewed the committee report. A discussion was held regarding what to call the Central Office. Because of the incorporation of the association the term “Principal Office” is legally correct.

The cost of two lunches and the water taxi will be included in the registration fee. The cost of the water taxi for annual meeting participants will be covered by the Savannah organization refunding their \$10,000.00 fee to the AMCA. The registration rates also include \$25.00 for legislative advocacy.

The AMCA will be paying a 7% tax in Georgia.

Mr. Brown moved, seconded by Mr. Opp that the following fee schedule be approved for the annual meeting.

Meeting Registration fees:

	EARLY REG.	AFTER DEADLINE	
Members	\$ 265.00	\$ 295.00	
Non-Members	\$ 305.00	\$ 330.00	
(includes membership for remainder of fiscal year)			
Trustee/Commissioner	\$ 315.00	\$ 345.00	
Trustee/Comm. Companion	\$ 235.00	\$ 255.00	
Students (no Banquet)	\$ 70.00	\$ 90.00	
Personal Guest	\$ 170.00	\$ 190.00	
Extra Banquet Tickets	\$ 65.00	\$ 65.00	
Single Day Attendees	\$ 95.00	\$ 95.00	
1 <sup>st</sup> Exhibit Booth	\$1,100.00	(includes 2 meeting registrations)	
Additional Booths	\$ 800.00		

The motion was unanimously approved by voice vote.

**FINANCE:**

Mr. Inman, Committee Liaison, presented the report in Mr. Palmisano’s absence. An explicit explanation of legislative advocacy expenditures will be made at the annual meeting business meeting. This report was requested by the Finance Committee.

**INDUSTRY:**

The committee had been given four charges all of which were addressed in the committee report including a list of products registered for mosquito control use by professionals and consumers.

The requested industry directory and resource guide has been designed. The guide would be a resource for contacting the appropriate company when questions arise. Help from a professional may be needed to finalize the guide.

The new charge to the committee is to work with Mr. Conlon to request information from the various companies and complete the data base.

An industry symposium similar to what was held at last years annual meeting will be arranged for this years meeting. Industry may be reluctant to reveal what new products they are developing.

The Board would like to have some direction from industry as to which issues they would like the AMCA to pursue and visa versa.

The President and any past officers who are interested will meet with Mr. Connelly to develop a more concise list of guidelines for the Industry Committee.

It is anticipated that industry and the AMCA will continue to work together.

The meeting broke for lunch at this time.

The meeting reconvened after lunch. All Board members previously present were again present.

## **LEGISLATIVE & REGULATORY:**

### **Clean Water Act:**

The committee recommended that the AMCA continue to use McDermott, Will and Emery as their legislative advocate and to explore funding mechanisms for this work. An expenditure report will be prepared for the business meeting in Savannah.

Mr. Brown reported that an interim statement and guidance has been issued by the USEPA concerning the Clean Water Act. The comment period ends on October 14<sup>th</sup>.

Mr. Brown reported that the MASH Act has been approved but with no appropriation.

### **National Wildlife Refuge:**

Mr. Lechel reported that an initial draft mosquito management policy was prepared and is undergoing various internal reviews by the USFWS. Mr. Lechel requested a draft letter from the AMCA to USFWS encouraging swifter movement of various drafts of the management policy through their system. A letter will be prepared.

“Special Condition” additions to USFWS permits were discussed. The service was asked to rethink the process for preparing special use permits and to better enfranchise the actual mosquito districts. The service has agreed to expedite the process but not to adopt the recommended process.

Numeric threshold level criteria were requested by the USFWS. There is concern as to how this information will be used. It may be necessary to revisit the AMCA language that was not included in the Reform Act of 1997.

Upcoming issues of concern are the Endangered Species Act and buffers.

**Washington Day:**

An effort will be made to have better representation from some “targeted” states at Washington Day. It may be possible to obtain travel grants from some vendors to facilitate attendance at that event. This will be coordinated through the Central Office.

**Pesticide Environmental Stewardship Program and Accreditation of Mosquito Control Agencies:**

Currently state and regional associations are encouraged to become PESP partners but not local mosquito districts. The working group proposed that a survey card be included in Wing Beats to determine the amount of interest by local districts. The cost would be \$400.00.

Mr. Carlson reported on mosquito control program accreditation. It's felt that accreditation may give integrity to programs. Some states do have various sorts of accreditation. Many items from the PESP partnership program could be used as criteria for AMCA accreditation. A program similar to this has been instituted by the National Pest Control Association (NPCA) for certifying private pest control firms. Fees for accreditation could fund administration of the program. There was concern as to the liability exposure of the AMCA if such a program was undertaken. It might be better to have AMCA Board certify individuals rather than programs.

Mr. Carlson moved, seconded by Dr. Nasci that a survey card be inserted in WingBeats, at a cost of \$400.00, to learn if the membership has an interest in individual mosquito control districts becoming partners in PESP under AMCA auspices. The motion was unanimously approved by voice vote.

It was suggested that a dollar amount for partnership be included in the survey.

**National Pest Management Association (NPMA):**

The benefits of collaboration between AMCA and NPMA were discussed. Private pest control operators are now doing mosquito control work. Several meetings have been held with representatives of NPMA. The following four recommendations are the results of these meetings.

1. Legislative and regulatory affairs collaboration
2. Co-sponsorship of Legislative Day in Washington
3. Development of training resources
4. Official affiliation with NPMA

It is important that private pest control operators are training in proper mosquito control procedures and to realize that they are in pest control to make a profit. It's crucial that AMCA retain its own identity in any collaboration with NPMA.

It was suggested that AMCA not do actual training of NPMA members but to incorporate them into existing programs.

At some point a consensus of the AMCA membership on this issue will have to be taken.

Mr. Inman moved, seconded by Dr. Nasci that recommendations #1 and #2 above concerning further investigating legislative and regulatory affairs collaboration and co-sponsorship of Washington Day with the NPMA be approved. As part of the motion the President charged the committee with determining the possibility of cooperation and return to the board with possible ways of collaborating. The motion was approved with two opposing votes.

Mr. Opp moved, seconded by Mr. Lechel, that the Training and Education Committee look into the development of training resources with NPMA as listed above in #3 and making NPMA aware of the training opportunities that are already available. The motion was approved with one opposition.

The Board tabled the issue of any official affiliation with NPMA. The information gathered through the motions passed earlier will be reviewed and the issue will be revisited at the annual meeting.

A break was taken at this time.

After the break all Board members previously present were again present.

#### **NOMINATING:**

The Nominating Committee submitted the following:

President-Elect: William Opp  
Vice-President: Dr. Wayne Kramer  
Dr. Major Dhillon  
Mr. Joe Sanzone

The possibility of having three candidates for Vice-President was discussed. The by-laws do not address this issue. The candidates are aware that there are three people running for Vice-President. The candidate receiving the most votes will be elected.

Dr. Duhrkopf moved, seconded by Mr. Hatch, that the recommendations of the Nominating Committee be approved. The motion was unanimously approved by voice vote.

#### **Honorary Member:**

Mr. Inman moved, seconded by Mr. Brown that the nomination of David Dame as an Honorary Membership in the AMCA be approved and included on the ballot for membership vote. The motion was unanimously approved by voice vote.

#### **SCIENCE & TECHNOLOGY:**

An interim list of research topics was presented to the Board.

## **PUBLICATIONS:**

### **JAMCA Editor Memorandum of Understanding:**

Mr. Kenneth Linthicum was voted into the position of Editor of the JAMCA by earlier electronic vote by the Board.

Mr. Duhrkopf moved, seconded by Mr. Lechel, that the Memorandum of Understanding with Mr. Linthicum, new editor of the JAMCA, be approved with the changes to the proposed budget. The motion was unanimously approved by voice vote.

The President was authorized to sign the MOU.

### **Online Publishing:**

The committee reviewed the cost benefits of online publishing. The committee is not ready to make a final decision. Strong progress has been made on both charges given the committee on this issue. Both avenues will continue to be pursued with recommendations to be presented at the annual meeting.

### **Darsie-Ward Key:**

Copies of the current key are available for \$25.00 plus \$10.00 shipping and handling. The new hardcover edition of the key should be available in October of 2004, for \$75.00 a copy. The AMCA would be entitled to a 30% distribution fee from University Press in Florida if the book was purchased by the association in bulk. There is no contract with University Press. Dr. Darsie has relinquished his copyright authority to AMCA verbally.

The time frame for publication is due to final editing. The incoming president will try to determine why publication has taken so long.

Florida will receive the first \$5,000.00 in royalties in repayment from the AMCA. This is stated incorrectly in the agreement.

### **CYPERSPACE:**

Mr. Chomsky reported that the new website is up. Getting the proper vendors proved important in design of the website. The member database and the bookkeeping system are now done online. Meeting registration, membership and product purchasing can now be done by credit card through the website. Next week the "Members Only" site will be on line for existing members who have e-mail addresses. The Central Office was able to deliver the site for fifty percent less than allocated. Each committee is responsible for updating their information on the website. Tom Floore is the point of contact. A protocol will be established with Mr. Floore to review what is added to the website.

Mr. Chomsky is currently negotiating with the webpage developer for updates/troubleshooting. The approximate cost should be \$1,000.00 to \$1,500.00 per year. The e-mail capabilities of the website were discussed.

Electronic voting through the website can be set up once the by-laws are changed to accommodate it.

Because of the e-mail capabilities on the website no other e-mail organism is needed.

**AMCA FOUNDATION & STUDENT COMPETITION:**

A card survey concerning the types of courses the membership would like to see will be included in the next issue of WingBeats.

**PUBLIC INFORMATION:**

Mosquito Education Day during Washington Day was reviewed in the committee report. There will not be an education day at the next spring conference.

Mr. Brown will determine the status of the manual for the mosquito game as discussed earlier in the meeting.

**INTERNATIONAL & FOREIGN AFFAIRS:**

Dr. Quiroz reported that he had conducted a survey concerning the impact of JAMCA in Latin America. It was determined that there is little impact. Speed of publication is critical to attracting papers to the JAMCA.

**AD-HOC COMMITTEES:**

The committee will work towards changing the by-laws to allow electronic voting.

It may be better to specify that ballots be sent out two weeks after the IMB rather than by October 15<sup>th</sup>. This year the ballots will get out and members will be directed to the "Members Only" section of the website for candidate biographies.

Now that the Guidelines Manual has been reviewed it will be sent to the past presidents committee for their input. The guidelines will be updated by the Past-President and the immediate Past-President every year. Who should update and received the guidelines was discussed.

**ANNUAL MEETING SELECTION SITE:**

The only site proposals received for 2008 have been from Las Vegas and Reno. The Frontier in Las Vegas proposed a \$99.00 a night room rate. Mr. Chomsky has spoken to the California Association n to determine their interest in hosting the meeting.

**CLOSED SESSION**

The meeting went into Executive Session for employee evaluations at 3:58 p.m.

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The open session of the meeting resumed at 4:42 p.m. with all Board members previously present again present except for Dr. Nasci.

**EVALUATION OF TECHNICAL ADVISOR:**

The Technical Advisors contract was reviewed and updated in closed session. A New Jersey lawyer will be needed to review the contract. A one time \$1,200.00 bonus will be given to Mr. Conlon in appreciation of the work he has done for the AMCA.

**EVALUATION OF BUSINESS MANAGER:**

A bonus has been approved for the business manager and the office staff. These amounts will be decided after an evaluation of the office manager. After deliberation by the Board, The Business Manager was given a one time bonus of \$1,200 and the three staff members were awarded \$3,000. to be distributed at the discretion of the Business Manager.

**OTHER BUSINESS**

**TECHNICAL ADVISORY COMMITTEE – SUFFOLK COUNTY, NY:**

The Suffolk County, New York, Technical Advisory Committee (TAC) has requested that AMCA provide a voting representative for expert input to their deliberations. They were directed to the AMCA Technical Advisor.

The TAC is reviewing what is being done in mosquito control in Suffolk County.

Attendance at quarterly meeting is required. Mr. Conlon suggested that Dr. Dan Markowski, North Atlantic Regional Director for that area, attend these meetings. Travel funds should be provided by TAC.

Dr. Markowski is willing to attend the TAC meeting whether funding is provided or not.

President Knapp designated Dr. Markowski as AMCA representative to TAC.

**NEXT BOD MEETING PLANS:**

The next Board of Directors meeting will be held in Savannah at the annual meeting on Saturday, February 21, 2004

**ADJOURNMENT**

President Knapp adjourned the meeting at 4:58 p.m.