

**American Mosquito Control Association
October 29, 2010**

AMCA Board Members in Attendance

Janet McAllister, President
William Meredith, President-Elect
Tom Wilmot, Vice President
Doug Carlson, Past President
Allan Inman, Treasurer
Stephanie Whitman, Industry Director
William Reinert, North Atlantic
Stanton Cope, Mid-Atlantic
Roxanne Connelly, South Atlantic
Jim Stark, North Central
Dennis Walette, South Central
James Lunders, North Pacific
Steve Mulligan, South Pacific

Not Present

John Holick, West Central
Yasmin Rubio-Palis, Latin-America

AMCA Staff

Sarah Gazi
Kristin Brammell

Others in Attendance

Joe Conlon
Dave Brown
Major Dhillon

CALL TO ORDER:

President McAllister called the AMCA Interim Board of Directors meeting to order at 8:06 AM on October 29, 2010.

SILENT REFLECTION:

A brief moment of silent reflection was called for by the president for loved ones and colleagues who have passed away during the past year, including George Carmichael, Jim Webb, and Carl Rathburn.

APPOINTMENT OF PARLIAMENTARIAN:

President McAllister appointed Mr. Reinert as parliamentarian.

APPROVAL OF THE AGENDA:

Ms. Gazi requested that print on demand publications be added under New Business.

President McAllister called for a motion to approve the agenda.

- **ACTION:** A motion was made by Ms. Whitman to approve the agenda as presented. The motion was seconded by Dennis Walette and passed unanimously.

REVIEW OF THE CONFLICT OF INTEREST POLICY:

President McAllister asked the members of the board to review the conflict of interest policy and to disclose any conflicts at this time.

APPROVAL OF THE MINUTES:

President McAllister presented the minutes from the July 15, 2010, board meeting.

- Change "June" to "July" on page 3.
 - Change "J" to "j" in *japonicus* on page 8.
 - Add "to" after "Mr. Carlson" on page 8.
- **ACTION:** A motion was made by Dr. Wilmot to approve the minutes from the July 15, 2010, Board of Directors Meeting with the recommended changes. The motion was seconded by Doug Carlson and passed unanimously.

REVIEW OF 2010 MEMBER SURVEY:

Ms. Gazi led the board in a discussion of the recent survey results.

HEADQUARTERS REPORT:

Ms. Gazi reported on the Association Headquarters staff activity and the changes of staff.

TECHNICAL ADVISOR REPORT:

Mr. Conlon updated the Board on his activities as Technical Advisor. Updates included media outreach and appearances, review of nominee bios, conferences he has attended, public relations, articles written for various publications and legislative activity.

EXECUTIVE COMMITTEE:

President McAllister indicated that no committee meetings were held as there were no decisions that needed to be made during this time at the Executive Committee level.

- **ACTION:** A motion was made by Mr. Lunders to approve the Executive Committee report as presented. The motion was seconded by Dr. Meredith and passed unanimously.

NOMINATING COMMITTEE:

President McAllister read a letter that was received from Tok Fukuda which thanked the AMCA for presenting him with the Memorial Lecturer Award.

The Board reviewed the candidates for Vice President, Roxanne Connelly and William Reisen, as well as nominees for Treasurer, Gary Hatch and Ron Montgomery. Nominees were previously approved.

Mr. Conlon reviewed the Regional Director re-elections and the process that would take place if Dr. Connelly wins the Vice-President position. Dr. Connelly would have to designate two people from the South Atlantic region to lead a search committee for an interim South Atlantic Regional Director.

Mr. Conlon also reviewed the Industry Director candidates, T.J. Bonnett and Larry Smith.

- **ACTION:** A motion was made by William Reinert to approve the Nominating Committee report as presented. The motion was seconded by Steve Mulligan and passed unanimously.

AWARDS COMMITTEE:

President McAllister stated that Mr. Carlson as Awards Committee chair has revitalized several subcommittees.

Mr. Carlson presented the awards nominees which if approved would be presented at the 2011 Annual Meeting.

Presidential Citation:	Roxanne Connelly, Ph.D.
Presidential Citation:	Angela Balint
Meritorious Service Award:	L.A. Williams
Meritorious Service Award:	Harry Savage, Ph.D.
Medal of Honor:	Dave Brown
John Belkin Award:	Rampa Rattanarithikul Ph.D.
Industry Award:	David Sullivan

Grassroots Award: Russell Eck; Reno-Washoe County, NV
Phillip Henry; Butte County MVCD, CA
Levi Zahn, Williston VCD, ND
David Bruget, Kings MAD, CA
Memorial Lecture Honoree: H.G. Dyar
Memorial Lecturer: COL Terry Klein, Ph.D.

A discussion was held regarding air travel for Dr. Rattanarithikul from Thailand. This discussion was tabled until the overseas travel policy review and discussion.

The Volunteer of the Year wording for the Policy & Procedures Manual was reviewed.

The Boyd-Ariaz Grassroots Award wording for the Policy & Procedures Manual was reviewed. Mr. Inman requested that the wording be changed to include that up to \$500 will be paid to sponsoring agency for travel reimbursement and \$200 will be paid to the individual receiving the award.

- **ACTION:** A motion was made by Dr. Cope to approve the awards recipients recommended by the Awards Committee. The motion was seconded by Dr. Wilmot and passed unanimously.

Additional discussion was held about the \$500 reimbursement wording.

- **ACTION:** A motion was made by Mr. Lunders to accept the Boyd-Ariaz Grassroots Award wording with the amendment of adding "Up to \$500 will be paid to sponsoring agency for travel reimbursement with submission of receipts and \$200 will be paid to the award recipient". The motion was seconded by Mr. Inman and passed unanimously.

It was brought to the attention of the Board that Gary Hillsdale also thanked AMCA for his receipt of the Grassroots Award in 2010.

Additional discussion was held on the Volunteer of the Year Award wording. Dr. Wilmot inquired about the "when deemed appropriate" wording. President McAllister indicated that it would only be given when someone shines.

- **ACTION:** A motion was made by Dr. Wilmot to approve the Volunteer of the Year Award wording for inclusion in the Policy and Procedures Manual. The motion was seconded by Mr. Lunders.

Additional discussion was held about possibly changing it from the Volunteer of the Year Award to Volunteer of the Year Recognition.

- **ACTION:** Dr. Wilmot amended his motion to approve the Volunteer of the Year Award wording for inclusion in the Policy and Procedures Manual and changed it to the Volunteer of the Year Recognition. The motion was seconded by Mr. Lunders and passed unanimously.

The Board of Directors decided that it would be appropriate to discuss the overseas travel policy that was drafted by Mr. Brown at this time.

Mr. Brown reported that Sacramento-Yolo MCD is willing to offset the costs of the travel for the speakers of the *Culex* Symposium who are attending the 2011 Annual Meeting.

Mr. Inman stated that this money would be put into a separate bank account.

- **ACTION:** A motion was made by Mr. Inman to approve the concept of the overseas travel policy and fine tune the details at a later date. The motion was seconded by Dr. Wilmot and passed unanimously.
- **ACTION:** A motion was made by Mr. Lunders to provide the Belkin Award winner and the Memorial Lecturer with coach airfare, registration, and a hotel room for the duration of the 2011 Annual Meeting with funds being taken out of the President's travel budget. The motion was seconded by Mr. Inman and passed unanimously.

TREASURER'S REPORT:

Mr. Inman presented the 2009-2010 income and expenses and the 2009-2010 audit. The association lost \$113,433 based on accrual accounting and \$143,580 based on cash accounting.

The association remains financially sound but can not have a repeat of last year, Mr. Inman stated.

Mr. Inman pointed out several flaws with AMCA's finances: funds for legislative advocacy have occasionally been used to subsidize other programs and dues do not cover costs for administrative expenses.

Mr. Inman reviewed the investments and restricted accounts.

A discussion was held on the Latin American Symposium and the lack of funds.

- **ACTION:** A motion was made by Mr. Inman to take \$3,314 out of the general fund and \$186 out of Student Competition Fund interest in order to award the Student Paper Competition winners with a total combined amount of \$3,500. The motion was seconded by Roxanne Connelly. The motion passed with one opposition.

A question was raised by Mr. Carlson about who will be creating the 2011-2012 budget. Mr. Inman indicated that AH, the incoming Treasurer, and the current Treasurer will work together.

- **ACTION:** A motion was made by Mr. Inman to go into Executive Session. The motion was seconded by Ms. Whitman and passed unanimously.

Open Session resumed.

- **ACTION:** A motion was made by Mr. Lunders to approve the Association Headquarters contract and the Technical Advisor contract as presented. The motion was seconded by Mr. Reinert and passed unanimously.
- **ACTION:** A motion was made by Mr. Carlson to approve the 2009-2010 audit. The motion was seconded by Ms. Whitman and passed unanimously.
- **ACTION:** A motion was made by Mr. Reinert to approve the Treasurer's report. The motion was seconded by Dr. Connelly and passed unanimously.

FINANCE COMMITTEE:

No report was submitted. No action required.

MEMBERSHIP COMMITTEE:

Ms. Gazi presented the committee's recommendation to rather than create a whole new member category, that the student member dues invoices include verbiage such as "No longer a student? Upgrade your membership to a regular membership and receive 50% off the regular membership price for one year. Discounted membership price includes electronic publications only (*JAMCA*, *Wing Beats*, and the *AMCA Newsletter*). Discounted membership

price includes all other member privileges (member registration rates, voting privileges, etc.)

Currently regular members pay \$120. Student members pay \$30. This recommendation would result in dues of \$60 for one year.

The discount program will be advertised in AMCA publications, on the website, and on the membership application in order to recruit and retain members.

- **ACTION:** A motion was made by Dr. Connelly to approve the Membership Committee recommendation. The motion was seconded by Mr. Lunders and passed unanimously.

INDUSTRY COMMITTEE:

Ms. Whitman stated that there was nothing to report at this time. The committee will continue their current charge of updating the industry database with Mr. Conlon.

BYLAWS & POLICY COMMITTEE:

No report was submitted. The committee will continue their current charges.

PUBLICATIONS COMMITTEE:

The Publications Committee report was presented by Dr. Connelly.

Dr. Connelly reported that an ad hoc committee was created to address units of measure. President McAllister indicated that the ad hoc committee drafted language to address this and plans to finalize it at the 2011 Annual Meeting.

Dr. Connelly stated that the Wing Beats subcommittee held a conference call to discuss with Headquarters the revenue share agreement. The FMCA will be updating this agreement to present to Headquarters and the Board of Directors.

Mr. Mulligan inquired as to whether AMCA gets credit or not for Mr. Conlon's articles that are submitted to Wing Beats. It was pointed out that AMCA does not get credit as part of the revenue share for Mr. Conlon's articles.

- **ACTION:** A motion was made by Mr. Stark to approve the Publications Committee report. The motion was seconded by Dr. Wilmot and passed unanimously.

ARCHIVES COMMITTEE:

Mr. Reinert reported on the committee's activity.

Dr. Patterson submitted the first of a series of articles to the *AMCA Newsletter* to find out what archives exist throughout the country.

The John B. Smith articles are being archived at Rutgers University. Rutgers is willing to also archive the AMCA and NJMCA documents.

LEGISLATIVE & REGULATORY COMMITTEE:

Mr. Brown presented the Board of Directors with the Legislative & Regulatory Committee Report.

The Georgia MCA and Beach MCD submitted PESP Partner applications.

- **ACTION:** A motion was made by Mr. Lunders to approve the Georgia MCA and Beach MCD as PESP Partners under the AMCA auspices. The motion was seconded by Mr. Mulligan and passed unanimously.

Mr. Brown updated the Board of Directors on NPDES permits.

Mr. Brown inquired if AMCA knows which mosquito control products are being used throughout the U.S. The Board of Directors indicated that we do not have this data.

Mr. Brown requested that all Regional Directors reach out to the members in their region so that we can create a database on the top five products being used, how much, and why. A discussion was held on whether or not industry partners would be opposed to AMCA gathering this data.

The ESA Subcommittee proposed that the ESA Position Paper be placed on the AMCA website for the public to view. The Board of Directors was in favor of this and other position papers being posted on the website.

- **ACTION:** A motion was made by Mr. Walette to approve the Legislative & Regulatory Committee report. The motion was seconded by Mr. Reinert and passed unanimously.

PUBLIC RELATIONS COMMITTEE:

Mr. Conlon presented the Public Relations Committee report.

Ms. Balint and Ms. Dever developed a document to help AMCA members handle NPDES issues.

The PR Committee would like to see the following features added to the AMCA website: searchable website, an easier to download I'm One video, talking points, a reconfigured toolkit, and links to survivor groups.

The committee would also like to solicit for YouTube video and assess interest in a national PSA campaign addressing key issues.

- **ACTION:** A motion was made by Mr. Mulligan to approve the Public Relations Committee report. The motion was seconded by Dr. Connelly and passed unanimously.

2015 ANNUAL MEETING SITE SELECTION:

Ms. Brammell presented proposals from Nashville, New Orleans, and Winnipeg.

The Hilton Riverside in New Orleans proposed two sets of dates for consideration.

- **ACTION:** A motion was made by Mr. Carlson to consider the New Orleans dates that fall on the week before Easter, March 26-April 2, 2015 and eliminate the March 19-26, 2015 from the running. The motion was seconded by Mr. Inman. The motion passed with one abstention.
- **ACTION:** Anonymous voting was held at this time to vote for the 2015 meeting site. The vote resulted in the selection of the Hilton Riverside, New Orleans, Louisiana.

ANNUAL MEETING COMMITTEE:

Ms. Brammell reported that 113 abstracts had been submitted to date. She recommended that we keep the abstract submission site open past the deadline but not publicize it. The Board of Directors was not opposed to the extension.

Dr. Wilmot indicated that the program is coming along well and hopefully we will get more presentations submitted.

It was suggested that the 2011 program be dedicated to the memory of Jim Webb. The Board of Directors was agreeable to this suggestion.

Registration rates for the 2011 Annual Meeting were discussed.

- **ACTION:** A motion was made by Mr. Lunders to set the single day attendee registration rate at \$125. The motion was seconded by Ms. Whitman. The motion passed with three oppositions.

A discussion was held regarding the rates for the other registration categories.

- **ACTION:** A motion was made by Mr. Lunders to increase the 2011 registration rates by \$25 from the 2010 rates, except student registration, personal guest registration, and trustee companion registration. The motion was seconded by Mr. Mulligan and passed unanimously.

The Board of Directors reviewed the amended budget which included a \$500 increase in the expenses because of meeting cancellation insurance. Other revenue and expenses were simply shifted around.

- **ACTION:** A motion was made by Ms. Whitman to approve the amended Annual Meeting budget with the new registration rates. The motion was seconded by Mr. Mulligan and passed unanimously.

TRAINING & MEMBER EDUCATION COMMITTEE:

Dr. Connelly announced that three webinars are currently in the works. The Dr. Mutebi webinar on EEE in North America will be held on December 2. Mr. Conlon will be presenting a webinar in the future on NPDES and Dr. Petersen will be leading a webinar on risk assessments.

Dr. McAllister recommended possibly reaching out to Dr. Grodner to see if she would have interest on presenting a webinar on toxicology.

SCIENCE & TECHNOLOGY COMMITTEE:

Dr. Cope presented the Science & Technology Committee report. He reported that the responses from the serology survey were incomplete. The results will be made available but the details are not clear at this time.

President McAllister charged the committee with reviewing the standing charges for the Science & Technology Committee that are listed in the Policy & Procedures Manual per the committee's recommendation.

- **ACTION:** A motion was made by Mr. Mulligan to accept the Science & Technology Committee report. The motion was seconded by Mr. Carlson and passed unanimously.

REVIEW OF THE TECHNICAL ADVISOR:

- **ACTION:** A motion was made by Dr. Meredith to go into executive session. The motion was seconded by Mr. Walette and passed unanimously.
- **ACTION:** A motion was made to provide Mr. Conlon with a \$3,500 bonus. The motion passed unanimously.

OLD BUSINESS:

The Board of Directors reviewed the recommendation presented by the Website Ad Hoc Committee.

A discussion was held.

- **ACTION:** A motion was made by Mr. Mulligan to proceed with a website redesign and data integration using MemberClicks. The motion was seconded by Ms. Whitman and passed unanimously.
- **ACTION:** A motion was made by Mr. Lunders to work with the Biodiversity Heritage Library to house the searchable *JAMCA* archives. The motion was seconded by Mr. Stark and passed unanimously.

Dr. Cope addressed the letter that was received from Dr. Dame recommending that Dr. Clark be the AMCA representative for WHOPES.

A discussion was held on who should be the contact person.

- **ACTION:** A motion was made by Mr. Mulligan to make the AMCA Executive Director and the Technical Advisor the contact persons for WHOPES correspondence. The motion was seconded by Dr. Wilmot. The motion passed with one abstention.

President McAllister reported that Neil Springer of Colorado passed away from WNV. Donations were sent in his honor to the AMCA Student Competition Fund per the request of his family.

A discussion was held on if there should be a procedure for this in the future. The Board of Directors agreed that this can be dealt with on a case by case basis.

Mr. Conlon presented a proposal for market analysis of pesticide usage, however, getting this information from the Regional Directors per Mr. Brown's request makes this irrelevant for the time being.

President McAllister led a discussion about board meeting frequency since this was mentioned during the July conference call. Mr. Carlson started the practice of a summer conference call and a winter conference call. President McAllister wanted to get a consensus from the board if this is how we should continue.

Dr. Wilmot suggested continuing the two conference calls but just to discuss anything that needs to be taken care of.

Dr. Cope inquired if there is any update on the World MCA. Dr. Mulligan reported that other groups are being formed.

NEW BUSINESS:

President McAllister received an email from Jason Kinley of Gem County MAD requesting that AMCA present Trudy Jackson, Gem County MAD Trustee, with a certificate of appreciation during the Trustee Session for her efforts on their CWA lawsuit.

Mr. Carlson recommended that AMCA present Ms. Jackson with a resolution signed by the AMCA President.

Mr. Carlson recommended that we promote gathering any trustee names that have reached milestones again to recognize at the 2011 Annual Meeting.

Ms. Gazi reported that she has been in discussion with Dr. Arias at Fairfax County Health Department regarding AMCA using their copyrighted publications, calendars, and outreach materials to offer to other mosquito control programs for their own use as a "print-on-demand" program. The publications would be customized to include the logo of the district using them as a part of their outreach program and Fairfax County would be listed as the copyright holder as well as recognize the author and illustrator.

- **ACTION:** A motion was made by Jimmy Lunders to approve the print on demand program with a 15% markup to kick back to AMCA. The motion was seconded by Jim Stark and passed unanimously.

Mr. Conlon announced that he will give a presentation at the PPDC meeting.

ADJOURNMENT:

- **ACTION:** A motion was made by Roxanne Connelly to adjourn. The motion was seconded by Stephanie Whitman and passed unanimously.

The meeting adjourned at 4:58 PM.