

Minutes of the Interim Board of Directors Meeting
American Mosquito Control Association
September 20, 2013
Seattle, Washington

**American Mosquito Control Association
September 20, 2013**

AMCA Board Members in Attendance

Roxanne Connelly, President
Steve Mulligan, President-Elect
Ken Linthicum, Vice President
Tom Wilmot, Past President
Gary Hatch, Treasurer
Larry Smith, Industry
Paul Capotosto, North Atlantic
Dennis Salmen, Mid-Atlantic
Henry Lewandowski, South Atlantic
Mike Szyska, North Central
Rick Duhrkopf, South Central
Zane McCallister, West Central
James Lunders, North Pacific
Becky Cline, South Pacific

AMCA Staff

Sarah Gazi
Joe Conlon
Debi Maines

Others in Attendance

Angela Beehler

CALL TO ORDER:

President Connelly called the AMCA Board of Directors Meeting to order at 8:00 AM on September 20, 2013.

APPOINTMENT OF PARLIAMENTARIAN:

President Connelly appointed Mr. Lunders as Parliamentarian.

APPROVAL OF AGENDA:

President Connelly reviewed the items on the agenda. The below items

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were added to New Business:

- Ustream video sent by Ary Farajollahi
- Latin American Regional Director
- **ACTION:** A motion was made by Mr. Mulligan to approve the agenda with the added discussion items. The motion was seconded by Mr. Hatch. The motion passed unanimously.

REVIEW OF CONFLICT OF INTEREST POLICY:

No conflicts of interest were disclosed.

APPROVAL OF THE MINUTES:

The minutes of the August 6, 2013 Board of Directors Meeting held via conference call were reviewed.

Mr. McCallister indicated that his name was omitted from the list of Board Members in attendance.

- **ACTION:** A motion was made by Dr. Duhrkopf to approve the minutes of the Board of Directors Meeting held on August 6, 2013 with the recommended change. The motion was seconded by Ms. Cline and passed unanimously.

MINUTES – BEST PRACTICES:

Ms. Gazi informed the Board of Directors that it is not best practice to include individuals' names in the minutes when recording motions.

- **ACTION:** A motion was made by Dr. Duhrkopf to no longer include individuals' names in Board Meeting minutes when recording motions. The motion was seconded by Mr. Capotosto and passed unanimously.

REVIEW OF THE 2013 MEMBER SURVEY:

The Board of Directors discussed the accuracy of the demographics.

- **ACTION:** The Board of Directors requested that demographic fields be added to the member database.

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It was suggested that some answer options be revised for 2014 to improve accuracy.

Discussion was held concerning Sustaining Members and that they are only completing one survey.

Certification for field technicians was discussed and if a certification program would do more harm than good. The idea of having specific criteria for who could be certified was discussed. This topic will be presented later in the day.

BOOK DISCUSSION:

The Board of Directors discussed "The End of Membership as We Know it".

Ideas and concepts that were addressed included:

- Repackaging information and content recycling
 - Broadcasting content live from Annual Meeting. Other organizations have not seen a drop in attendance. Might encourage attendance for the following year. Not all sessions would be streamed.
- Membership Models
 - Customized membership models – Is this worth looking into?
- Lunch seminars during the annual meeting
- How to further engage the Young Professionals
 - Are the YP criteria too limiting?
 - Is AMCA membership required to be a YP? The Board agreed that it is not and YP involvement is a recruitment tool.
 - Invite YP President to attend AMCA Board Meetings.
 - Consider values and work ethics of Generations X, Y and Z.

CONSENT AGENDA:

Discussion was held regarding webinar registration fees.

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- **ACTION:** A motion was made to offer webinars free of charge to AMCA members for the current fiscal year and secure sponsors. The motion was seconded. Four were opposed and two abstained. The motion passed.
- **ACTION:** A motion was made to approve the reports within the consent agenda. The motion was seconded and passed unanimously.

TREASURER'S REPORT:

Mr. Hatch presented the July 2013 financial statement. Membership revenue is higher YTD than this time last year due to the dues increase.

Investments are averaging almost 3%.

It is only one month into the year and too early to make any real projections.

- **ACTION:** A motion was made to approve the Treasurer's Report and the July 2013 financial statement as presented. The motion was seconded and passed unanimously.

NOMINATING COMMITTEE:

Dr. Wilmot reported that there will be two Vice President candidates on the ballot, Drs. Cope and Becker.

Dr. Wilmot indicated that the policy manual needs revisions since the Awards and Nominating Committees are lumped together but the members of these committees are different individuals. These should once again be separated.

CHARGE: Bylaws and Policy Committee to revise the Policy & Procedures Manual to once again separate the Nominating and Awards Committees since the committees are composed of different individuals.

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It was reported that Dr. Lewandowski will be retiring. The South Atlantic Regional Director position will therefore be on ballot next year. An interim regional director will be appointed in June.

AWARDS COMMITTEE:

Dr. Wilmot outlined the nominees put forth by the committee.

1. Medal of Honor - Chester G. Moore
2. Meritorious Service - Diann Crane and Dan Kline
3. Presidential Citation - Salvador Rico
4. John N. Belkin - Graham White
5. Industry - Gerry Hutney
6. Grass Roots - Dell Boyd (Butte County, CA), John McCready (Jackson County, OR) Geneva Ginn and Gaby Perezchica-Harvey (Coachella Valley, CA)
7. Memorial Lecturer - Gordon Patterson
8. Memorial Honorees - "Pioneering Women" of Mosquito Control

The Committee recommends that the description of the Presidential Citation be amended as shown below:

The Presidential Citation recognizes individuals ~~not eligible to receive other awards but~~ who are eminently deserving of special recognition by AMCA. Recipients need not be AMCA members. *This award is presented at the suggestion of the AMCA President, in consultation with the Awards Committee.* After 1982 the Board of Directors set a suggested maximum of no more than 2 awards per year.

If the award criteria are changed as suggested, the call for award nominations would not need to include Presidential Citation.

Suggestions that:

- AMCA members are encouraged to offer suggested nominees for the President's consideration and,
- The award be intended for recent, specific service more than life-time achievement.

- **ACTION:** A motion was made to approve the 2014 award recipients as presented. The motion was seconded and passed unanimously.

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- **ACTION:** A motion was made to approve the changes to the Presidential Citation award wording as proposed. The motion was seconded and passed unanimously.

CHARGE: Bylaws and Policy Committee to revise the Policy & Procedures Manual to reflect the approved wording change to the Presidential Citation.

Discussion was held regarding multiple Memorial Lecture Honorees.

The Memorial Lecture Honoree plaque will be presented to the Young Professionals President and the plaque will then remain at Headquarters.

PUBLIC RELATIONS COMMITTEE:

Mr. Conlon reported on the high volume of media activity that AMCA has been involved in.

The IMM YouTube video is just about done and ready for posting.

Central Life Sciences is working on an upgrade to the "I'm One" video.

Mr. Conlon is also working on compiling survivor group information.

PUBLICATIONS COMMITTEE:

Discussion was held regarding the request from Dr. Molaei for a special publication on the EEE symposium held at the 2013 annual meeting.

It was suggested that these papers be submitted to *JAMCA* and published as a small section in a regular quarterly issue.

- **ACTION:** A motion was made to deny the request. The motion was seconded and passed unanimously.

CHARGE: Publications Committee to develop guidelines for special publications.

LEGISLATIVE & REGULATORY COMMITTEE:

Ms. Beehler reviewed the current list of subcommittee chairs and indicated that she is looking for someone to chair Federal Lands.

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Ms. Beehler reviewed the current status of the Farm Bill and the NPDES fix. We are waiting for a letter from the Senate and this will be sent to our members. We are looking for a possible extension to the end of November.

Ms. Beehler discussed the jurisdiction of CWA. Federal lands could be going beyond refuges. A guidance document is being prepared by the subcommittee which lists information for refuge managers.

ESA cases are on hold.

Extensive conversation was had regarding chemical control data collection. Options included identifying someone from each state and grant money for an app from MRF.

A conference call will be held to discuss establishing a vehicle for the data collection.

YOUNG PROFESSIONALS ADVISORY GROUP:

Mr. Mulligan reported on recent activity. Ms. Burkhalter has been working on promotion of the group. Ms. Agramonte is now President of the YPs. Ms. Bayer is Vice President.

It was reported that Ms. Agramonte will likely not be taking the \$1,000 AMCA supported travel stipend.

ACTION: A motion was made to hold onto the designated \$1,000 stipend. The motion was seconded. Two opposed. The motion passed.

The YP Symposium will include career round table discussions. Speakers have yet to be identified.

ANNUAL MEETING:

Dr. Linthicum reported that abstract submission has closed. The current submissions include:

Total submissions: 190

Oral (General): 88

Oral (Symposia): 41

Oral (Latin America): 14

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Oral (Student Competition): 14
Oral (Latin American Competition): 4
Posters (General): 27
Posters (Latin America): 2

The committee and staff will be looking into a trustee tour to the Bill & Melinda Gates Visitors Center.

Dr. Linthicum has invited a director from Gates Foundation to speak during the Plenary Session.

Dr. Linthicum has also invited Dr. Charles Calisher, Professor, College of Veterinary Medicine & Biomedical Sciences, Colorado State University, to speak during the Plenary Session.

There are currently 7 accepted symposia in the 2014 program.

A request was submitted by AH staff to increase the 2014 Annual Meeting budget by \$5,000 to help cover additional audio visual costs during the Welcome Reception due to the Super Bowl.

- **ACTION:** A motion was made to approve the \$5,000 audio visual budget increase. The motion was seconded. Three opposed. The motion passed.

Ms. Maines presented multi-year contract incentives from several hotel brands. It is not recommended by AH staff at this time to pursue a multi-year contract.

2018 ANNUAL MEETING SITE SELECTION:

- **ACTION:** A motion was made to not vote on the 2018 Annual Meeting site this year. No one seconded the motion. The motion failed.

Three properties were presented to the Board of Directors for the 2018 Annual Meeting, Sheraton Crown Center Hotel - Kansas City, St. Louis Union Station Hotel, and the Memphis Convention Center.

Round 1 of voting:
2 votes to eliminate Memphis

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12 votes to eliminate St. Louis

Round 2 of voting:
 10 votes to select Kansas City
 4 votes to select Memphis

Voting resulted in the selection of the Sheraton Crown Center Hotel in
 Kansas City, MO.

REVIEW/UPDATES OF 2013 GOALS:

Goal	Action Steps	Responsibility of	Status
1. Improve member engagement in legislative efforts			
	Develop legislative liaison list for each state	Regional Directors	In progress
	Improve data collection/ reporting when request is sent to members – HOW?	Angela Beehler & Sarah Gazi	In progress
2. Improve Annual Meeting			
	Keep room rates low for Annual Meeting <ul style="list-style-type: none"> • AH staff will gather 3 year proposals from hotel chains to assess if a 3 year contract would be financially beneficial. 	Headquarters & Board of Directors	Completed
	Publicize major symposia that will be held at the Annual Meeting	Program Chair & Headquarters	Will be done upon program completion.
	Evaluate the current site selection process	Finance Committee	Finance Committee gave input for 2018 site selection. Reason for selection needed moving forward. Conversation to continue.
	Consider longer presentations in sessions and symposia	Program Chair	In progress. Consider panel

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			discussions.
	Consider a keynote speaker	Program Chair	Completed
	Invite AP Biology classes to Student Competition	Next Generation Task Force & Local Arrangements Committee	The school has been selected.
	Poster session competition	Program Chair	In progress
3. Increase member communication and networking			
	Create forums or discussion boards on website	Headquarters	Completed. Promotion to continue.
	Use website to improve YP engagement	Headquarters & YP Chair	Created form to collect new members. Created forum.
	Include member and YP spotlights in Mosquito Monthly	Headquarters & Regional Directors & YP Chair	Completed and ongoing
	Consider table top displays at Annual Meeting for state/regional associations – idea sharing rather than meeting promotion	Program Chair & Headquarters	On hold
	Consider symposium on “what’s new in the field?”	Program Chair	Completed
4. Decrease costs of publication printing			
	Eliminate hard copy printing and mailing of the AMCA Newsletter.	Headquarters	Completed
	Email the members to promote the electronic only membership.	Headquarters	Completed
5. Improve and increase AMCA webinars			
	Create a more consistent schedule for webinars	Training & Member Education Committee	In progress
	Identify experts	Training & Member Education Committee	In progress
	Archive presentations and promote	Headquarters	Ongoing

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	Promote webinars as far in advance as possible	Training & Member Education Committee & Headquarters	Ongoing
	Provide members with a webinar on effective communication (i.e., How to give a presentation). Joe Conlon as possible speaker.	Training & Member Education Committee	Scheduled
6. Ensure AMCA leadership success			
	AMCA to fund IBM hotel rooms for Board Members.	NA	Approved
	Board of Directors Book Club	Headquarters	Completed
7. Create IPM video		Joe Conlon & Headquarters	Filming complete. Editing in progress.
8. Explore the idea of a certification program for field techs	Survey members What would this look like?	Headquarters	Completed
9. Collaborate with Mosquito Research Foundation on fostering the development of new forms of technology	Promotion of the program Encourage collaboration between districts and university researchers	Joe Conlon	Nothing new to report.

Discussion was held regarding the idea of a certification program. President Connelly reported that ESA heard we are looking into this and approached AMCA about a partnership. AMCA would get a part of application fee. This would be a public health certification program.

The Board of Directors agree that this is worth considering. Mr. Chris Stelzig will be asked to call into the next AMCA Board of Directors Meeting.

EVALUATION OF THE TECHNICAL ADVISOR:

- **ACTION:** A motion was made to go into Executive Session. The motion was seconded and approved unanimously.

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- **ACTION:** A motion was made to provide Mr. Conlon with a \$10,000 bonus. The motion was seconded and approved unanimously.

Executive Session ended.

MEMBERSHIP WITH RISE:

The Board of Directors discussed the current relationship with RISE.

- **ACTION:** A motion was made to become a member of RISE. The motion was seconded. One opposed. One abstention. The motion passed.

SOCIAL MEDIA POLICY:

- **ACTION:** A motion was made to approve the proposed Social Media Policy. The motion was seconded and approved unanimously.

WHISTLEBLOWER POLICY:

- **ACTION:** A motion was made to approve the proposed Whistleblower Policy. The motion was seconded. One opposed. The motion passed.

LATIN AMERICAN REGIONAL DIRECTOR:

President Connelly indicated that communication and participation from Latin American Director Ildefonso Fernandez-Salas, has been limited.

It was suggested that President Connelly contact Dr. Rubio-Palis to see what expectations were communicated with him when accepting the nomination. President Connelly will then contact him directly.

USTREAM VIDEO:

Dr. Linthicum presented an email from Mr. Farajollahi requesting that AMCA utilize ustream and/or other video solutions as means of communication.

The Board will continue to examine this as a solution when needed.

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ADJOURNMENT:

- **ACTION:** A motion was made to adjourn. The motion was seconded and approved unanimously.

The meeting adjourned at 5:19 PM.