

**American Mosquito Control Association
October 12, 2012**

AMCA Board Members in Attendance

Tom Wilmot, President
Roxanne Connelly, President-Elect
Steve Mulligan, Vice President
William Meredith, Past President
Gary Hatch, Treasurer
Larry Smith, Industry Director
Paul Capotosto, North Atlantic
Joe Simmons, Mid-Atlantic
Henry Lewandowski, South Atlantic
Jim Stark, North Central
Rick Duhrkopf, South Central
Zane McCallister, West Central
Becky Cline, South Pacific

AMCA Staff

Sarah Gazi
Dan Lemyre
Joe Conlon

Others in attendance (via conference call)

Dave Brown
Andrea Stagliano
Caitlin Watterson

CALL TO ORDER:

President Wilmot called the AMCA Board of Directors Meeting to order at 8:05 AM on October 12, 2012.

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.

APPOINTMENT OF PARLIAMENTARIAN:

President Wilmot appointed Mr. Stark as parliamentarian.

APPROVAL OF THE AGENDA:

The Board of Directors added the following items to the agenda:

Washington Conference hotel selection
Pesticide Safety Education

President Wilmot called for a motion to approve the agenda.

- **ACTION:** A motion was made by Dr. Connelly to approve the agenda with the suggested amendments. The motion was seconded by Dr. Duhrkopf and passed unanimously.

MINUTES APPROVAL:

The Board of Directors reviewed the minutes from the June 19, 2012 Board of Directors Meeting held via conference call.

Requested changes:

Page 4 – Change “Ddr.” to “Dr.”

- **ACTION:** A motion was made by Dr. Connelly to approve the minutes of the Board of Directors Meeting held on June 19, 2012 with the recommended change. The motion was seconded by Mr. McCallister and passed unanimously.

2012 MEMBERSHIP SURVEY:

Discussion was held regarding the results of the 2012 Membership Survey.

It was suggested that AMCA offer more free webinars throughout the year.

Smartphone and tablet usage has increased greatly. Social networking usage also increased over the past year.

Overall, member demographics remain close to the same as previous years.

CONSENT AGENDA:

President Wilmot asked the Board if there is anything in the consent agenda that they would like to pull out to discuss.

Dr. Connelly reviewed the potential upcoming webinars. Dr. Nasci has offered to give a WNV update presentation. The Board of Directors expressed interest in offering this webinar at no charge.

Mr. Conlon stated that he needs more members to provide testimonials regarding NPDES.

- **ACTION:** A motion was made by Ms. Cline to approve the items under the consent agenda. The motion was seconded by Dr. Lewandowski and passed unanimously.

EXECUTIVE COMMITTEE:

Dr. Wilmot discussed his findings from the committee assessment survey that was conducted to review the current committee structure to ensure that all committees are effective and satisfied.

Some committee chairs want more direction. Other committee chairs want more members.

It was found that the Industry Committee is no longer necessary due to the involvement of the Industry Director, as well as the meetings held annually with the vendors.

Removal of the Industry Committee would require a bylaws change. The Board recommend holding off on a member vote to approve new bylaws until other changes are needed.

- **ACTION:** A motion was made by Mr. Mulligan to start the process to eliminate the Industry Committee. The motion was seconded by Mr. Hatch and passed unanimously.
- **CHARGE:** Bylaws & Policy Committee to start the process of eliminating the Industry Committee from the bylaws and Policies & Procedures Manual. Amended bylaws to be voted on by AMCA membership once other changes are needed.

NOMINATIONS COMMITTEE:

Dr. Meredith stated that we have two great candidates this year for the Vice-President position, Mr. Wallethe and Dr. Linthicum.

Ballots were sent out September 17.

Mr. Conlon reviewed the Regional Director candidates.

Discussion was held regarding the election timeline now that AMCA is conducting mostly electronic voting. This would allow nominees to budget travel expenses for the following year if elected.

- **ACTION:** A motion was made by Mr. Mulligan to charge the Bylaws & Policies Committee with shortening the election time period to:
Ballots to be sent to voting members between September 1 and September 15.
Ballots must be received by October 15.
Ballots to be counted the first Monday of November.
The motion was seconded by Mr. McCallister and passed unanimously.
- **CHARGE:** Bylaws & Policies Committee to update the bylaws and Policies & Procedures Manual to reflect the shortened election time period.
Ballots to be sent to voting members between September 1 and September 15.
Ballots must be received by October 15.
Ballots to be counted the first Monday of November.

AWARDS COMMITTEE:

Dr. Meredith reviewed the list of awards nominees:

Honorary Membership: Judy Hansen & Henry Rupp

Medal of Honor: Wayne Crans

Meritorious Service: Ken Linthicum

Presidential Citation: Bob Peterson

Belkin Award: John F. Anderson

Industry Award: Larry Erickson

Memorial Lecture Honoree: Thomas Mulhern

Memorial Lecturer: Randy Gaugler

Grassroots Award: Martin Serrano and David Lopez (nominated as a duo by Ken Bayless) of Greater Los Angeles County Vector Control District, Arturo Gutierrez of Coachella Valley MVCD (nominated by Gregory White), Michael Martinez of Coachella Valley MVCD (nominated by Matthew Smith)

- **ACTION:** A motion was made by Mr. Capotosto to approve the award nominees as presented. The motion was seconded by Dr. Duhrkopf and passed unanimously.

TREASURER'S REPORT:

Mr. Hatch reported that the 2011-2012 audit was clean and resulted in excess revenue of \$22,452. Mr. Hatch also reported that the investments are doing well.

ACTION: A motion was made by Dr. Duhrkopf to amend the 2012-2013 budget to include a \$9,000 expense for the *Culex* Symposium supplement to JAMCA. The motion was seconded by Mr. Capotosto and approved unanimously.

A discussion was held regarding the recommendation to create a Board-designated legislative fund. It was recommended that approval for fund usage only be needed from the Executive Committee rather than the Board of Directors.

- **ACTION:** A motion was made by Dr. Duhrkopf to charge Mr. Hatch and Ms. Gazi with drafting a policy for a Board-designated legislative fund. The motion was seconded by Ms. Cline and passed unanimously.
- **CHARGE:** Mr. Hatch and Ms. Gazi to draft Board-designated legislative fund policy for review at the Annual Meeting.

MEMBERSHIP COMMITTEE:

A discussion was held about the committee's recommended dues increase of \$10.

A discussion was held regarding fees for developing countries.

Suggestions included grants, and buy one year get one free, and discounts for new members.

- **ACTION:** A motion was made by Mr. Smith to increase dues by \$10. The motion was seconded by Mr. Capotosto. The motion was withdrawn after further discussion.
- **CHARGE:** The Finance Committee to submit a recommendation regarding a dues increase.
- **CHARGE:** The Finance Committee to submit a recommendation regarding dues and registration fees for members from developing countries.

PUBLIC RELATIONS:

Ms. Watterson from Association Headquarters' public relations department presented via conference call the proposal for six press releases throughout the year.

The Board of Directors indicated that they are interested in the media training service that AH can offer. Discussion was held regarding how and when this could take place.

Mr. Conlon and AH will work together to develop a new proposal.

Ms. Gazi and Mr. Conlon reviewed the needs assessment survey that was conducted by AH's Marketing Department.

Mr. Conlon presented the Public Relations Committee Report.

It is unknown if AMCA will be participating in the Science & Engineering Festival at this time.

A Public Relations Symposium will be held at the 2013 Annual Meeting.

Discussion was stopped to break for lunch.

Lunch: 12:07 PM – 1:08 PM

Discussion resumed.

- **ACTION:** A motion was made by Dr. Duhrkopf to amend the 2012-2013 budget to include \$3,000 additional for public relations. The motion was seconded by Mr. Stark and approved unanimously.

2017 ANNUAL MEETING SITE SELECTION:

Ms. Stagliano dialed into the meeting via conference call.

Mr. Smith reviewed each property as they pertain to exhibitor friendliness.

Round 1 of voting:

9 votes to eliminate Denver

4 votes to eliminate Palm Springs

Round 2 of voting:

2 votes to select Palm Springs

11 votes to select San Diego

Voting resulted in the selection of Town and Country Resort & Convention Center in San Diego, California.

ANNUAL MEETING COMMITTEE:

Mr. Smith led a discussion regarding the Sunday to Thursday meeting pattern. Setting up exhibits on Sunday costs exhibitors time and a half in labor costs.

- **ACTION:** A motion was made by Mr. Smith to change the Annual Meeting pattern to Monday to Friday and shifting all events forward one day. The motion was seconded by Mr. Simmons. The motion passed with one abstention.

Ms. Stagliano reviewed the amended Annual Meeting budget.

The Board of Directors indicated that transportation expenses should be removed. Attendees will have other options to get to and from the hotel and AMCA does not need to provide a shuttle from the airport to the hotel.

Mr. Smith stressed that the exhibit fee increase of \$100 should apply to the first booth purchased only and not to the additional booths.

- **ACTION:** A motion was made by Mr. Hatch to amend the 2012-2013 Annual Meeting budget as presented minus the \$15,000 expense for shuttles and with the adjusted exhibit revenue based on \$100 additional for the first booth only. The motion was seconded by Mr. Smith and approved unanimously.

Ms. Stagliano led a discussion regarding the audio visual contract. The three year contract we had with CMI is now expired.

Ms. Stagliano presented two proposals. The first proposal presented was from CMI, the company AMCA has contracted with for five years. The second proposal was from PRG, a company we have never used but comes recommended by other AH clients. The PRG proposal was less expensive and did not include staff travel costs or shipping costs.

- **ACTION:** A motion was made by Mr. Capotosto to sign a one year contract with PRG. The motion was seconded by Ms. Cline and approved unanimously.

Ms. Stagliano discussed the pros and cons of 5 years out contracting and 3 years out contracting for the Annual Meeting.

Ms. Stagliano recommended that the Board consider three year contracts with one hotel chain in an effort to receive lower rates and additional concessions.

The Board tabled this discussion to February's Board Meeting.

LEGISLATIVE & REGULATORY COMMITTEE:

Mr. Brown dialed into the meeting via conference call.

Mr. Brown discussed next steps if HR872 passes and if HR872 doesn't pass.

Discussion was held regarding Mr. Ruckert potentially drafting legislation for the Federal Alliance Mosquito Management Act. The cost would be approximately \$25,000 - \$50,000.

It was decided that we would discuss again in January, after the election.

Metropolitan Mosquito Control District submitted an application for PESP membership.

- **ACTION:** A motion was made by Mr. Capotosto to approve Metropolitan MCD for PESP membership under the AMCA auspices. The motion was seconded by Mr. Mulligan and approved unanimously.

Mr. Mulligan provided the Board with an update on the 2013 Annual Meeting program.

Invited speakers for the Plenary Session include Dr. Cameron Webb, Dr. Gordon Patterson, and Dr. Bart Knols.

- **ACTION:** A motion was made by Dr. Connelly to use the Board-designated International Travel Fund to assist with travel costs for Dr. Webb and Dr. Knols, up to \$2,000 each. The motion was seconded by Ms. Cline and approved unanimously.

Ms. Gazi presented the proposals for the 2013 Washington Conference.

- **ACTION:** A motion was made by Mr. Hatch to sign a contract with the Crowne Plaza Alexandria for the 2013 Washington Conference. The motion was seconded by Ms. Cline. The motion passed with four opposed and two abstentions.

HEADQUARTERS UPDATE:

Mr. Lemyre stressed that Association Headquarters does not receive any financial compensation, rebates, or rewards in conjunction with meeting contracts.

Mr. Lemyre stated that at some point Ms. Gazi will likely hire an Assistant Executive Director to help relieve some of her AMCA duties so that she can pursue other opportunities at AH. She would continue to serve as AMCA Executive Director but some responsibilities would be handed off to other AMCA staff.

REVIEW OF THE TECHNICAL ADVISOR:

- **ACTION:** A motion was made by Mr. Hatch to give Mr. Conlon a \$5,000 bonus this year. The motion was seconded by Dr. Connelly and approved unanimously.

The Board of Directors expressed their sincere appreciation for Mr. Conlon and the job he does for AMCA.

OLD BUSINESS:

WORLD MOSQUITO CONTROL ALLIANCE UPDATE:

Mr. Mulligan stated that the Pan African group will be meeting in South Africa. Brazil is spearheading a South American group. Overall, the process of organizing the World MCA has been slow.

NEW BUSINESS:

BOARD TRAVEL FUNDING:

Ms. Gazi provided the Board with a background on this topic. It is becoming increasingly difficult to find individuals to agree to serve on the AMCA Board of Directors as funding is becoming increasingly difficult to secure for Board travel. The hope is that AMCA will not ever get to the point that we are nominating members to serve on the Board just because they can secure the funding.

Ms. Gazi suggested that the Board consider covering travel costs for Board Members for the Interim Board of Directors Meeting.

Dr. Duhrkopf suggested possibly having AMCA cover the costs of just room and tax.

- **CHARGE:** Mr. Hatch and Ms. Gazi will work on including expenses to help cover Board Member travel when developing the 2013-2014 budget.

PESTICIDE SAFETY EDUCATION:

Mr. Stark presented the Board of Directors with information regarding a request for AMCA's participation in a national stakeholder team for pesticide safety education. He was approached by Andrew A. Thostenson, President, American Association of Pesticide Safety Educators. Mr. Stark is willing to serve as the point person on this.

The Board indicated that it would recommend involvement. No vote was required. Mr. Stark will pursue this further.

ADJOURNMENT:

- **ACTION:** A motion was made by Dr. Connelly to adjourn. The motion was seconded by Mr. Mulligan and approved unanimously.

The meeting adjourned at 4:45 PM.