

Minutes of the Interim Board of Directors Meeting  
American Mosquito Control Association  
November 1, 2014  
New Orleans, Louisiana

**American Mosquito Control Association  
November 1, 2014**

**AMCA Board Members in Attendance**

Steve Mulligan, President  
Ken Linthicum, President-Elect  
Stanton Cope, Vice President  
Roxanne Connelly, Past President  
Gary Hatch, Treasurer  
Larry Smith, Industry  
Paul Capotosto, North Atlantic  
Dennis Salmen, Mid-Atlantic  
Chris Lesser, South Atlantic  
Mike Szyska, North Central  
Rick Duhrkopf, South Central  
Zane McCallister, West Central (via Conference Call)  
Jason Kinley, North Pacific  
Becky Cline, South Pacific

**AMCA Staff**

Sarah Gazi  
Joe Conlon  
Shay McClain

**Others in Attendance** (via Conference Call)

Angela Beehler  
Kristy Burkhalter

**CALL TO ORDER:**

President Mulligan called the AMCA Board of Directors Meeting to order at 8:00 AM on November 1, 2014.

**APPROVAL OF AGENDA:**

President Mulligan reviewed the items on the agenda.

- **ACTION:** A motion was made to approve the agenda as

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presented. The motion was seconded. The motion passed unanimously.

**REVIEW OF CONFLICT OF INTEREST POLICY:**

No conflicts of interest were disclosed.

**CONSENT AGENDA:**

- **ACTION:** A motion was made to approve the reports within the consent agenda. The motion was seconded and passed unanimously.

**APPROVAL OF THE MINUTES:**

The minutes of the July 8, 2014 Board of Directors Meeting held via conference call were reviewed.

The following changes were made:

- Change February 1, 2014 to February 6, 2014 in second motion in the minutes approval.
- Remove "to be asked to" from the Science & Technology Committee motion.
- In the 2015 Annual Meeting budget amendment motion, add the word "budget" after "2014-2015".
- **ACTION:** A motion was made to approve the minutes of the Board of Directors Meeting held via conference call on July 8, 2014 with the recommended changes. The motion was seconded and passed unanimously.

**REVIEW OF THE 2014 MEMBER SURVEY:**

The Board of Directors discussed the 2014 Member Survey.

Several questions were amended for additional accuracy in the 2015 survey:

- Change "mosquito control district" to "mosquito control district or program" in the question that asks to describe members' organization.

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- Add "Professional Development" to education topics.

It was suggested that the webinars be promoted more at the Annual Meeting, possibly during the Plenary Session.

#### **TREASURER'S REPORT:**

Mr. Hatch presented the 2013-2014 audited financial statement. The Association had a loss of \$29,906 for the fiscal year. Mr. Hatch also reviewed the restricted funds, and income vs expenses.

- **ACTION:** A motion was made to approve the 2013-2014 audit as presented. The motion was seconded and passed unanimously.

Mr. Hatch reviewed the August 2014 financial statement. To date, the Association has a net gain of \$150,189.

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

#### **REVIEW OF 2014 ACTION ITEMS:**

Ms. Gazi reviewed the 2014 Action Items.

- It was requested that Ms. Gazi resend the legislative liaison link to the Regional Directors in order for them to complete this item.
- Remove the "What's New in the Field" action item.
- Check off International Recipients of Wing Beats action item as completed.

#### **ANNUAL MEETING COMMITTEE:**

Ms. McClain provided an update on sponsorship and exhibits. Sponsorship has met the budget and exhibits are still being sold.

To date, AMCA has received 123 abstracts for the 2015 Annual Meeting. The abstract submission deadline is November 3, 2014.

Field Day does not have a sponsor to date. Discussion was held on how to cover expenses.

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- **ACTION:** A motion was made to charge \$30 per attendee for Field Day tickets. Tickets can be purchased upon registration. The motion was seconded. Three opposed. The motion passed.

Discussion was held regarding whether or not to hold a Trustee Session. The consensus was to once again highlight a Trustee Track in the program rather than holding a separate session.

- **ACTION:** A motion was made to provide \$3,500 total to the Student Competition winners. Funds will be taken out of the interest of the Student Competition Fund and offset by the General Fund. The motion was seconded and unanimously approved.

Discussion was held regarding presentation and speaker ready room management. Proposals for management were received from PRG (the current audio visual provider) and Salvador Rico.

- **ACTION:** A motion was made to contract services with PRG for presentation and speaker ready room management. The motion was seconded. Two opposed. The motion passed.

#### **LEGISLATIVE & REGULATORY COMMITTEE:**

Ms. Beehler reported on the current legislative initiatives, primarily NPDES.

Ms. Beehler indicated that the Committee has several goals for the coming year:

- Hold a conference call the week of March 9, 2015 to provide participants with information regarding what to expect at the Washington Conference.
- Prepare position papers in time for the Annual Meeting.
- Add new topics to position papers.

#### **ARCHIVES COMMITTEE:**

Dr. Duhrkopf was appointed as the new Board Liaison to the Committee.

- **ACTION:** A motion was made to table consideration of archived item rental fee until a list of items is reviewed by the Board of Directors. The motion was seconded and passed unanimously.

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**AWARDS COMMITTEE:**

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

1. Medal of Honor – Jorge Arias and Major Dhillon
2. Meritorious Service - Mark Latham
3. Presidential Citation - To be announced by President Mulligan at a later date
4. John N. Belkin - Elena B. Vinogradova
5. Industry - Joe Strickhouser
6. Grass Roots - Kevin Hill, Pasco County Mosquito Control District, Odessa, FL; Terry Sanderson, Lake County Vector Control District, Lakeport, CA; Richard Ortiz, Coachella Valley Mosquito and Vector Control District, Indio, CA; Melissa Snelling, Coachella Valley Mosquito and Vector Control District, Indio, CA
7. Memorial Lecturer – Jonathan Day
8. Memorial Honoree – Richard Darsie

Discussion was held regarding the Belkin Award nominee as a nomination letter was not provided.

The Awards Committee Report discussion was put on hold so that the Young Professionals Advisor could call into the meeting.

**YOUNG PROFESSIONALS:**

Ms. Burkhalter reported that the new committee structure is going well. The Committee is currently working on the Career Roundtable for the 2015 Annual Meeting, a field trip, dinner for the YPs at the 2015 Annual Meeting, and their booth.

The Young Professionals are currently planning to hold YP webinars in 2015.

Discussion was held regarding the current support of the YP travel stipends. To date, only one company has confirmed supporting the travel stipends. Mr. Smith will help to secure sponsors.

**AWARDS COMMITTEE (continued):**

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- **ACTION:** A motion was made to accept the award recipients as presented. The motion was seconded. Two abstained. Four opposed. The motion passed.

#### **EXECUTIVE COMMITTEE:**

President Mulligan reported that the FMCA is looking for AMCA to send our mailing list to them in a "mail ready" format in order for them to send the next issue of Wing Beats. Fees would be incurred in order for this format to be sent.

- **ACTION:** To send a blast email to the AMCA membership informing them to sign up to receive a hard copy of Wing Beats directly through FMCA once a link is provided by FMCA. FMCA will be instructed to use the last AMCA mailing list they received for the current issue.

#### **FINANCE COMMITTEE:**

Mr. Hatch presented the recommended policy for Board approval for the board designated legislative fund in regard to the fund balance and a capped amount. The recommendation is as follows:

- 5 highest years \$ 621,497.00
- Average of 5 highest years \$ 124,299.40
- 25% of the average 5 highest years \$ 31,074.85
- Cap for legislative fund \$ 155,374.25

The cap for the Legislative Advocacy fund will be determined by the average of the highest five years plus 25% of that average.

The cap will be reviewed each year by the Finance Committee to determine if adjustments need to be made to the highest five year average. Once the cap has been achieved excess funds from Legislative Advocacy will be used in the AMCA General funds.

The return on investment of AMCA's legislative efforts was questioned and discussed.

- **CHARGE:** To charge the Legislative & Regulatory committee with developing recommendations to keep legislative costs down.
- **ACTION:** A motion was made to accept the legislative fund cap policy as presented. The motion was seconded and passed unanimously.

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- **CHARGE:** Bylaws Committee to add legislative fund cap to Policy & Procedures Manual.

Mr. Hatch presented the proposed investment policy.

- **ACTION:** A motion was made to accept the investment policy with a spelling correction to the word "mitigate". The motion was seconded and passed unanimously.
- **CHARGE:** Bylaws Committee to add investment policy to Policy & Procedures Manual.
- **ACTION:** A motion was made to switch investment management to RBC. The motion was seconded and passed unanimously.

#### **MEMBERSHIP COMMITTEE:**

Ms. Gazi presented the recommendation to create a new Retired Member category.

- **ACTION:** A motion was made to support the idea of a member category for retired individuals but the Committee is to be charged with presenting back to the Board the definition of "retired". The motion was seconded and passed unanimously.
- **CHARGE:** Membership Committee to bring back to the Board clarification on the definition of "retired" as it pertains to a Retired Member category.

Ms. Gazi presented the recommendation to appoint a task force to investigate pest control companies as a new target audience.

- **ACTION:** A motion was made to charge the Membership Committee with appointing a task force to further investigate targeting pest control companies. The motion was seconded and passed unanimously.
- **CHARGE:** Membership Committee to appoint a task force to further investigate targeting pest control companies.

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- **ACTION:** A motion was made to approve a marketing campaign to promote Corporate Sustaining Membership. The motion was seconded and passed unanimously.
- **ACTION:** A motion was made to approve holding a raffle at the Annual Meeting however the Committee is to further develop a recommendation regarding the raffle prize. The motion was seconded and passed unanimously.

**NOMINATING COMMITTEE:**

The ballots will be counted in November according to new AMCA Bylaws.

**PUBLIC RELATIONS COMMITTEE:**

Mr. Conlon presented the recent activities of the Public Relations Committee.

Ms. Gazi presented social media statistics as a result of Fleishmann Hillard's campaign to promote the "One Mosquito Bite Can Change a Life Forever" video.

Ms. Gazi requested that \$1,000 of the PR budget be used for a social media campaign to promote various messages, in particular the video created by Bayer.

The Public Relations Committee included a recommendation in their report to increase member dues.

- **ACTION:** A motion was made to approve spending \$1,000 of the Public Relations budget on social media. The motion was seconded and passed unanimously.
- **ACTION:** A motion was made to consider a dues increase. The motion was seconded and passed unanimously.

**PUBLICATIONS COMMITTEE:**



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Discussion was held regarding open access of *JAMCA*. The editor has indicated that there are concerns with the quality of articles being submitted as well as the Impact Factor.

- **ACTION:** A motion was made to charge the Publications Committee with investigating all financial impacts of the Journal including but not limited to open access and page charges. The motion was seconded and passed unanimously.
- **CHARGE:** Publications Committee to investigate all financial impacts of the Journal including but not limited to open access and page charges.

**SCIENCE & TECHNOLOGY COMMITTEE:**

The Committee provided no recommendations.

**TRAINING & MEMBER EDUCATION COMMITTEE:**

The Committee provided no recommendations. The Committee suggested in their report that AMCA charge nonmembers for webinar registration. This is already being done.

**CERTIFICATION:**

Dr. Connelly stated that a recommendation by the task force will be submitted to the Board of Directors at the next Board Meeting. Discussions are still being held with ESA.

The Board instructed Dr. Connelly to request the certification be limited to public health vectors.

**BOARD RESTRUCTURE:**

President Mulligan presented the recommendations of the task force but indicated that this is solely for discussion at this time.

Discussion was held.

**VOLUNTEER ENGAGEMENT:**

Ms. Gazi lead a discussion regarding volunteer engagement in particular the current challenges.

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The Board of Directors made several suggestions including: possible registration discount for volunteers, a quarterly calendar for Committee Chairs, improved vetting of Chairs, possible volunteer incentives, ribbons at the Annual Meeting, Committee or Committee Chair of the Year, and changing committee meeting times at the Annual Meeting.

**EVALUATION OF THE TECHNICAL ADVISOR:**

- **ACTION:** A motion was made to go into Executive Session. The motion was seconded and approved unanimously.
- **ACTION:** A motion was made to provide Mr. Conlon with a \$5,000 bonus. The motion was seconded and approved unanimously.

Executive Session ended.

**NONPROFIT EXHIBITOR RATE:**

The Board of Directors discussed the request to provide a nonprofit exhibitor rate for booths at the Annual Meeting.

- **ACTION:** A motion was made to offer a booth rate of \$500 per booth for state/regional associations at the AMCA Annual Meeting, not including the current and following year's host associations. The motion was seconded and approved unanimously.

**LATIN AMERICAN FUND:**

Ms. Gazi reported that AMCA currently has 15 members from Latin America. In addition, 35 Latin American attendees were registered for the 2014 Annual Meeting. The Latin American Fund continues to carry a low balance as expenses are approximately \$1,500 per year for page charges and translator during the Latin American Symposium. An additional \$3,500 is spent on the translation booth for the Latin American Symposium. This expense is a part of the audio visual budget.

Staff will monitor translation usage at the 2015 Annual Meeting to ensure that the expenses are justified.

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**VIRTUAL CONFERENCE:**

Ms. Gazi presented a recommendation to hold a virtual conference.

- **ACTION:** A motion was made to charge the Training & Member Education Committee with developing a virtual conference proposal to include topics, speakers, and timeline. The motion was seconded and approved unanimously.
  
- **CHARGE:** The Training & Member Education Committee to develop a virtual conference proposal to include topics, speakers, and timeline.

**ADJOURNMENT:**

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

The meeting adjourned at 5:30 PM.