American Mosquito Control Association  
Board of Directors Meeting  
Thursday, 27 May 2021

Minutes
Zoom Meeting

Present

AMCA Board Members in Attendance
President   Dr. Mark Breidenbaugh
President-Elect   Mr. Dennis Wallette
Vice President   Dr. Kristen Healy
Past President   Dr. Ary Faraji
Treasurer   Mr. Gary Hatch
Industry Director  Dr. Broox Boze
International Director  Dr. Catalina Alfonso-Parra
North Atlantic Director  Mrs. Priscilla Matton
South Atlantic Director  Mr. Robert Cartner
Mid-Atlantic Director  Dr. Brian Byrd
West Central Director  Dr. Lee Cohnstaedt
South Central Director  Mr. Herff Jones
North Central Director  Dr. Mark Clifton
North Pacific Director  Mr. Gregory Barron
South Pacific Director  Mr. Gary Goodman

Absences

Staff in Attendance
Ms. Megan MacNee, Executive Director; Ms. Natalie Perry, Events Manager; Ms. Nito Goolan, Accounting Manager, Mr. Evan Wise, Membership Manager

Guests in Attendance
Mr. David Brown, AMCA Technical Advisor
Ms. Angela Beehler, Chair, Legislative and Regulatory Committee
Ms. Michelle Brown, Chair, JAMCA Editorial Board
Dr. Jennifer Gordon, Bug Lessons

Call to Order/Agenda/Minutes
Meeting was called to order by President Mark Breidenbaugh at 9:03 am.

• Motion to approve the agenda was moved, seconded, and carried. (Mr. Goodman/ Dr. Boze)
• Motion to approve the minutes from the Board Meeting on March 1, 2021; General Membership Meeting March 4, 2021; and Board Meeting on March 5, 2021, was moved, seconded, and carried. (Mr. Goodman/Dr. Boze).

Consent Calendar
Consent calendar was briefly reviewed.
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- **Motion** to approve the consent calendar was moved, seconded, and carried. (Mr. Goodman/ Dr. Boze)

**Treasurer Update**

*2021-2022 Proposed Budget*

Treasurer Gary Hatch presented the 2021-2022 Proposed AMCA Budget. Mr. Hatch reviewed the budgeted expenses, revenue, and notable changes from the prior year budget.

Discussion took place clarifying various expenses and changes to revenue projections including dues increases.

- **Motion** to approve 2021-2022 AMCA Budget as presented was moved, seconded, and carried. (Mr. Goodman/ Dr. Boze)

**April 2021 Financial Reports**

Mr. Hatch reviewed the April Financial reports which report a deficit of $64,774.70, but that $133,000 of funds from the CDC grant have been spent but not yet reimbursed. This will set us up for a strong end of the year.

- **Motion** to approve the April 2021 Financial Reports was moved, seconded, and carried. (Mr. Goodman/ Mr. Jones)

**2020-2021 Projected Surplus**

Mr. Hatch reported that while there are more expenses to accrue it is likely AMCA will end the year with a surplus of $40,000 or more. Discussion took place regarding the surplus and the board’s interest to secure it in a “rain day fund” reserve.

- **Action Item:** The board directed staff to work with treasurer on a reserve policy and reserve fund after the fiscal year and final surplus confirmed.

**JAMCA Update**

JAMCA Editorial Board Chair, Michelle Brown, requested approval of an expense of $330 to retroactively assign all authors as reviewers to assist in expediting review timelines.

- **Motion** to approve the JAMCA expense was moved, seconded, and carried. (Mr. Goodman/ Dr. Boze)

**Legislative & Regulatory Committee Report**

Angela Beehler provided an update on L&R activities. She noted they are working with EPA to hope they receive a heads up before information goes on their website for an opportunity to review. This includes the recent PFAS issues. RISE has been a strong resource on PFAS issues as well.

Washington Conference went off well and we are receiving good feedback. We focused on two issues: funding for local programs and Endangered Species Act considerations.
Ed Ruckert is keeping us informed on regulatory issues, such decisions coming out of EPA on a variety of pesticides and procedures. He’ll be working on our Malathion BiOp Comments shortly.

The Request for Information the CDC put out for input on the national strategy for vector borne diseases is closing soon. Please send your comments to Mr. Brown. She thanked those who already have.

The Normandy Group is covering all things funding – we need to send letters to committees, conduct follow-up meetings with committee staff, and fill in any meetings that were missed during the conference. You may be asked for local contacts.

Mr. Brown prepared a letter to congress in support of $100 million in new grants for local mosquito control programs. If you have authorization from your regional, state, or local organizations to sign-on to funding requests, please let him know because we are getting ready to send that letter to the health appropriations committees.

Additionally, she recommended if you are receiving questions from members or hear of state or local pesticide bills, let Mr. Brown and/or herself know.

**Future of the Technical Advisor**

Mr. Gary Goodman presented the discussion so far regarding the future of the technical advisor. He presented two main options, a full-time equivalent position with the expectation of $100-125,000 annual cost. Or two part-time equivalent positions, one focused on legislative and regulator and one on public relations. It would be expected these two positions would have a similar budget impact.

The pros and cons of both options were discussed.

- **Action Item:** Mr. Goodman will work with the working group to better define a recommendation and job description to the board of directors for a goal of opening the RFP in the early fall with potential interviews during IBM in November.

**CDC Grant Update**

Contractor Jennifer Gordon provided a status update on the process and future steps of the update and expansion of the AMCA Best Management Practice Manual.

**Committee Charges Update**

Executive Director Megan MacNee reviewed a proposed Committee Charges tracking document. Ms. MacNee will continue to work with Dr. Breidenbaugh to solidify and track existing charges as well as work with committee chairs to identify potential new charges.

**Events update**

**2021 Virtual Annual Meeting Final Report**

Ms. Perry provided a final update on numbers and revenue of the 2021 Virtual Meeting. A discussion took place on the potential value for including a virtual component to future meetings.

*Washington Days 2021*
Ms. Perry provided an update on this year’s event including that we received 96 registrations and 7 hours of programming, we had 56 documented appointments, but many members had meetings outside of those appointments. We received $6,000 in sponsorship and $3,025 in registration. We expect the event to profit by a few thousand as all costs come in. While many prefer our in-person event, feedback was positive, including the involvement of the Normandy Group.

**2025 RFP Update**

Ms. Perry updated the board that she is schedule for a site visit next month and is working with the convention center and properties on contracts. Overall, they are working with us on our requests and expect to move forward with the contracts after the site visit.

**2022 Annual Meeting Update & Timelines**

Ms. Perry updated the board on the 2022 Annual Meeting. Overall, we are on schedule with the Call for Symposium open. We will keep an eye on number submitted and have room for a small extension if necessary. Award nominations will be opening soon.

**2026 RFP Process Discussion**

Ms. Perry updated the board that in our typical process we’d now begin calling for host locations for the 2026 Annual Meeting. Ms. Perry reviewed the costs and benefits of securing meetings of our side four years out. Staff recommended that we postpone the 2026 RFP process for a year and transition to a three-year booking cycle.

- Action Item: The board directed staff to transition to the three-year cycle.

**Adjourn**

The meeting was adjourned by Dr. Breidenbaugh at 10:54 am.

- The motion to adjourn was moved, seconded, and carried. (Mr. Wallette/ Mr. Faraji)