

**American Mosquito Control Association
October 24, 2008**

AMCA Board Members in Attendance

Major S. Dhillon, President
Doug Carlson, President-Elect
Janet McAllister, Vice President
Gene Payne, Past President
Joseph Sanzone, Past President
Allan Inman, Treasurer
Stephanie Whitman, Industry Director
William Reinert, North Atlantic
Stanton Cope, Mid-Atlantic
Roxanne Connelly, South Atlantic
Tom Wilmot, North Central
Dennis Walette, South Central
John Holick, West Central
James Lunders, North Pacific
Steve Mulligan, South Pacific

Not Present

Yasmin Rubio-Palis, Latin-America

AMCA Staff

Sarah Gazi
Kristin Brammell

Others in Attendance

Joe Conlon
Karl Malamud-Roam
Peter Connelly

CALL TO ORDER:

Dr. Dhillon, President, called the AMCA Interim Board meeting to order at 8:07 AM on October 24, 2008.

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 Bill Strange, Taweesak Wuithiranyagool, Wilbert Aalto, Clarke Hudson, Hal Clark, Ted Davis, Roy Hayes, and the wife of Bill Jany.

APPOINTMENT OF PARLIAMENTARIAN:

President Dhillon appointed Mr. Walette as parliamentarian.

APPROVAL OF THE AGENDA:

Several items were added to the agenda under New Business. These agenda items included: WNV Conference, Asian Tiger Mosquito Conference, Restructuring of the Board, and the EPA Global Summit on Public Health Pesticides.

President Dhillon called for a motion to approve the agenda.

- **ACTION:** A motion was made by Gene Payne to approve the agenda as presented with the recommended additions. The motion was seconded by Joe Sanzone and passed unanimously.

APPROVAL OF THE MINUTES:

President Dhillon presented the minutes from the March 1 and March 6, 2008, board meetings.

- **ACTION:** A motion was made by Stephanie Whitman to approve the minutes from the March 1 and March 6, 2008, Board of Directors Meetings. The motion was seconded by Roxanne Connelly and passed unanimously.

2008 STRATEGIC PLAN:

A brief discussion was held on the 2008 Strategic Plan. The task groups will provide updates and the 2009 goals at the April 4, 2009 Board of Directors Meeting.

HEADQUARTERS REPORT:

Ms. Gazi reported on the Association Headquarters staff activity and the 2008 management hours.

Ms. Gazi reviewed the recommended changes to Appendix B of the Policies and Procedures Manual that were made to include wording that addresses the allowance of electronic ballots.

a. Ballots

Elections are conducted by written and/or electronic confidential ballot, which includes the option for write-in nominees. Ballots for Industry Director, Vice-President and President-elect are mailed to all members; those for Regional Directors go only to the respective regional members.

HQ monitors and records the validity of the returned ballots by confirming membership status and places the valid ballots (within its usually unmarked envelope) with others to be counted at the appropriate time. Ballots are opened and counted at HQ in the presence of two Association officers or directors, or their designees. Members are invited to attend.

- **ACTION:** A motion was made by Gene Payne to approve the changes to Appendix B. The motion was seconded by James Lunders and passed unanimously.
- **ACTION:** A motion was made by Bill Reinert to approve the Headquarters Report. The motion was seconded by Doug Carlson and passed unanimously.

TECHNICAL ADVISOR REPORT:

Mr. Conlon updated the Board on his activities as Technical Advisor. Updates included media outreach and appearances, and legislative activity.

- **ACTION:** A motion was made by Dennis Walette to approve the Technical Advisor report. The motion was seconded by Steve Mulligan and passed unanimously.

EXECUTIVE COMMITTEE:

President Dhillon stated that the committee had nothing to report at this time.

NOMINATING COMMITTEE:

The Board reviewed the vice-president nominees, Gary Hatch and William Meredith. Nominees were previously approved by email vote.

TREASURER'S REPORT:

Mr. Inman presented the 2007-2008 income and expenses and the 2007-2008 audit. The association had a profit of \$17,051 based on accrual account. Mr. Inman also reviewed the investments of the association and the restricted accounts.

Mr. Inman recommended using \$1,314 of interest from the Student Competition Fund and \$2,186 from the general fund to compensate the Student Competition winners.

- **ACTION:** A motion was made by Roxanne Connelly to use \$1,314 of interest from the Student Competition Fund and \$2,186 from the

general fund to compensate the Student Competition winners. The motion was seconded by Stanton Cope and passed unanimously.

- **ACTION:** A motion was made by Joseph Sanzone to approve the 2007-2008 audit. The motion was seconded by Janet McAllister and passed unanimously.

Mr. Inman next reviewed the fixed versus variable annual meeting expenses. His calculations indicated that the cost per attendee is \$331. Mr. Inman suggested raising the annual meeting registration fee for members, non-members, and member/non-member trustees by \$30.

Dr. Wilmot suggested reducing the personal guest rate to \$150 and eliminating the companion breakfast.

- **ACTION:** A motion was made by Stephanie Whitman to approve the following registration rates: \$295 (\$345 late reg.) for AMCA members, \$445 (\$495 late reg.) for non-members, \$385 (\$435 late reg.) for AMCA member trustees, \$535 (\$585 late reg.) for non-member trustees, \$255 (\$305 late reg.) for trustee companions, \$70 (\$90 late reg.) for students, \$150 (\$200 late reg.) for personal guests, \$100 for Single Day Attendees, and \$65 for Banquet Tickets. The motion was seconded by Tom Wilmot and passed with 13 ayes, 1 nay, and 1 abstention.
- **ACTION:** A motion was made by Steve Mulligan to approve the Treasurer's report. The motion was seconded by Janet McAllister and passed unanimously.

FINANCE COMMITTEE:

A discussion was held regarding the committee's recommendation to consider suspending individual and/or sustaining membership dues following disaster or other hardships.

No action was taken.

- **ACTION:** A motion was made by Gene Payne to accept the Finance Committee report. The motion was seconded by Joe Sanzone and passed unanimously.

The board next reviewed the changes the finance committee recommended to Appendix C of the Policies and Procedures Manual.

Change the wording of the following in Appendix C. III.c.

III. Revenues and Expenditures.

c. For regularly scheduled events and activities, the Association annually solicits donations and provides formal recognition to the donors through a Menu of Options program (for example, see Exhibit 4, Section VI in Appendix E). These donations are used for specific budgeted expenses, allowing equivalent amounts to be redirected to alternative uses.

Change the wording of the following in Appendix C III.d.

Sustaining Member dues (minus regular membership) and special solicitation funds for legislative needs are earmarked for Legislative expenses. Legislative expenses in excess of these amounts can be incurred only by majority vote of the Board. Income from charitable donations, pass-through or direct grants, etc., are placed in relevant separate accounts. Day-to-day account management is the responsibility of the Executive Director (see Bylaws, Appendix H Association Management Contract, Attachment A).

- **ACTION:** A motion was made by Tom Wilmot to approve the changes to Appendix C. The motion was seconded by Dennis Walette and passed unanimously.

Ms. Gazi reviewed the changes that the IRS has made to Form 990 that will go into effect in 2009. No action was taken.

MEMBERSHIP COMMITTEE:

A discussion was held on the recommendation from the committee to offer electronic only memberships.

- **ACTION:** A motion was made by Doug Carlson to offer publications in electronic format to domestic and international members but not at a reduced rate. International members who choose the electronic only option will not be charged for airmail fees. The motion was seconded by Allan Inman and passed unanimously.
- **ACTION:** A motion was made by Steve Mulligan to recognize Trustee/Commissioner milestones for those that have served as a Trustee or Commissioner for 25 or 50 years. The motion was seconded by Bill Reinert and passed with one nay.

- **ACTION:** Charge to continue looking into Trustee/Commissioner recognition was issued to Membership Committee and Doug Carlson.

Dr. Connelly presented the idea of faculty-sponsored student memberships that would charge no fee and issue no publications.

The idea of Associate memberships with voting privileges was raised.

- **ACTION:** Charge to review membership categories and benefits was issued to the Membership Committee and the Finance Committee.

INDUSTRY COMMITTEE:

Stephanie Whitman presented the Industry Committee Report.

Dialogue was held concerning the distribution of contact information of AMCA members to industry.

It was decided that 2009 membership dues invoices will include a check box asking if members are willing to allow AMCA to give out contact information to Corporate Sustaining Members. If no form is submitted or if no box is checked, then it will be assumed that they are willing to allow AMCA to give their information out.

This information will be provided free of charge to Corporate Sustaining Members.

- **ACTION:** Charge to create policy on list rental was issued to Sarah Gazi and Stephanie Whitman.

AWARDS COMMITTEE:

Mr. Payne's committee report presented the awards to be presented at the 2009 Annual Meeting.

- Memorial Lecture Honoree – Lamar Meek
- Memorial Lecturer – Roxanne Connelly
- Medal of Honor – Gary Breeden
- Presidential Citation – Rep. Dennis Cardoza
- Grassroots Award – Jason Craig Hardman
- Industry – Clarke Hudson
- Industry – Bill Strange

A discussion was held in regard to award winner compensation.

A breakdown of compensation discussed is listed below:

Medal of Honor – Registration, Travel, Plaque

Meritorious Service – Registration, Plaque

Presidential Citation – Registration, Plaque

Belkin – Registration, Plaque, Travel (paid for by interest on fund)

Memorial Lecturer and Honoree – Registration, Plaque, Travel (can be used to fund honoree or 1 family member)

Industry – Registration, Plaque

Dan Boyd Award – Registration, Plaque, Cash (\leq \$200 of interest from DBAF)

Grass Roots – Registration, Plaque, Cash (\$200 check to award recipient, up to \$500 to cover reimbursement of meeting expenses paid to sponsoring agency)

Hollandsworth Award – Registration, Certificate, Cash (interest from SCF)

The Board expressed interest in removing the George B. Craig Memorial Award.

- **ACTION:** A motion was made by Doug Carlson to approve the awards compensations recommended by the Awards Committee. The motion was seconded by John Holick and passed unanimously.
- **ACTION:** A motion was made by Joe Sanzone to approve the awards recipients recommended by the Awards Committee. The motion was seconded by Bill Reinert and passed unanimously.

BYLAWS & POLICY COMMITTEE:

The Board reviewed the proposed changes to Appendix A of the Policies and Procedures Manual recommended by the Bylaws and Policy Committee.

- **ACTION:** A motion was made by Gene Payne to approve the changes to Appendix A. The motion was seconded by Dennis Walette and passed unanimously.
- **ACTION:** Charge to secure web based voting system was issued to Headquarters.

PUBLICATIONS COMMITTEE:

The Board reviewed the proposed changes to Appendix D of the Policies and Procedures Manual recommended by the Publications Committee.

- **ACTION:** A motion was made by Joe Sanzone to approve the changes to Appendix D. The motion was seconded by Gene Payne and passed unanimously.
- **ACTION:** A motion was made by Roxanne Connelly to approve the two-tiered page charge system that would allow members to publish in JAMCA at the current rate of \$70 per page and non-members to be charged \$90 per page. The motion was seconded by Bill Reinert and passed unanimously.
- **ACTION:** A motion was made by Steve Mulligan to approve the changes to the JAMCA manuscript submission page. The motion was seconded by Tom Wilmot and passed unanimously.

LEGISLATIVE & REGULATORY COMMITTEE:

Karl Malamud-Roam updated the board on legislative and regulatory activity.

Sarah Gazi gave an update on the plans for the 2009 Washington Day conference.

Doug Carlson gave an update on PESP.

PUBLIC RELATIONS COMMITTEE:

Joseph Conlon presented the Public Relations report. Mr. Conlon updated the Board on media activity and the "I'm One" campaign.

Mr. Conlon indicated that the Public Relations Committee is working on developing a West Nile Survivors Advisory Council.

- **ACTION:** A motion was made by William Reinert to approve the Public Relations Committee report. The motion was seconded by Dennis Walette and passed unanimously.

2013 ANNUAL MEETING SITE SELECTION:

Kristin Brammell presented proposals from Atlantic City, Atlanta, and Puerto Rico.

- **ACTION:** Anonymous voting was held at this time to vote for the 2013 meeting site. The vote resulted in the selection of the Trump Taj Mahal, Atlantic City.

ANNUAL MEETING COMMITTEE:

The Board reviewed the proposed changes to Appendix E of the Policies and Procedures Manual recommended by the Annual Meeting Committee.

- **ACTION:** The board is requested to send any additional changes to Appendix E to Doug Carlson to be presented at the Board meeting on April 4, 2009.

TRAINING & MEMBER EDUCATION COMMITTEE:

No written report was provided.

PUBLIC EDUCATION COMMITTEE:

- **ACTION:** A motion was made by James Lunders to accept the Public Education Committee report. The motion was seconded by Stephanie Whitman and passed unanimously.

SCIENCE & TECHNOLOGY COMMITTEE:

The Board of Directors reviewed and discussed the Science & Technology Committee's recommendation to consider a series of webinars. Janet McAllister has offered to present the first webinar on IPM.

- **ACTION:** A motion was made by Bill Reinert to move ahead with setting up AMCA's first web-based training session (webinar) and charging \$50 per registrant. The motion was seconded by Doug Carlson and passed unanimously.

The Board requested that we give members two months notice for webinars.

REVIEW OF THE TECHNICAL ADVISOR:

The Board of Directors went into Executive Session.

- **ACTION:** A motion was made by Doug Carlson to provide Joe Conlon with a \$2,500 bonus. The motion was seconded by Allan Inman and passed unanimously.
- **ACTION:** A motion was made by Tom Wilmot to award Joe Conlon with the Meritorious Service Award. The motion was seconded by Stephanie Whitman and passed unanimously.

NEW BUSINESS:

The upcoming 75th Anniversary in 2010 and the 75th Annual Meeting in 2009 were discussed. Ms. Gazi described the commemorative ideas that had been generated to date.

Ms. Gazi recommended finding a volunteer historian to complete AMCA's history documents.

Dr. McAllister indicated that the CDC web courses would most likely not happen this year.

Dr. Cope gave an overview of the services of the Deployed War Fighter Protection Program and the Armed Forces Pest Management Board.

A discussion was held in regards to the Hurricane Ike Relief fund that was set up by the Texas Mosquito Control Association.

- **ACTION:** A motion was made by Allan Inman donate \$5,000 to the Texas Mosquito Control Association for the Hurricane Ike Relief Fund given that they solicit need for funds from Louisiana. The motion was seconded by Joe Sanzone and passed with one vote opposed.

A discussion was held in regards to the possibility of AMCA sponsoring the Asian Tiger Mosquito Conference.

A motion was made by Bill Reinert to sponsor the Asian Tiger Mosquito Conference with a \$2,500 contribution. The motion was seconded by Doug Carlson. Motion failed with 13 nays.

Ms. Gazi gave a brief update on the 2009 West Nile Virus Conference.

Dr. Dhillon introduced an idea on restructuring the AMCA Board.

- **ACTION:** Charge to develop recommendation was issued to Joe Conlon.

ADJOURNMENT:

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