

**NATIONAL PESTICIDE STEWARDSHIP ALLIANCE (NPSA)
BOARD OF DIRECTORS (BOD) MEETING MINUTES
MARCH 22, 2005**

Present (on Conference Call):

Gail Amos, Don Bradley, Kathy Brooks, Chuck Cabbage, Nancy Fitz, Don Gilbert, Rob Hofstetter, Allan Hovis, Greg Jackson, Lois Levitan, Don Mullins, Kelby Neal, Janice Oldemeyer, Dan Schweitzer, Roger Springman. Joe Hoffman (Program) joined mid-call.

Order of Business:

Don Gilbert, Chair of the Board, called the meeting to order at 10:04am.

Roll Call:

Secretary Lois Levitan called roll of Board, Officers, and “Other” (administrative, committee chairs, past president). [Hereafter collectively referred to a “the Board”] Names of voting members of the Board are underlined in the list above. The full voting Board was in attendance.

Approvals:

Agenda for today’s meeting and minutes of the Feb 22 2005 Board meeting were approved.

Treasurer’s Report:

Treasurer Kelby Neal reported the checking account balance = \$15,652.04 as of March 17, 2005; deposits totaling \$5,985.00 have been made since the Feb financial report (\$5,000 of which is from ACRC for sponsorship); payments of \$1,468.43 to AT&T and Arrowchase. This report was circulated to the Board by email March 22 (file: *NPSA Financial Update*).

Comments on Treasurer’s Report: Allan Hovis noted that Bayer just received their invoice for sponsorship and will soon be sending \$5000. Appreciation and thanks were expressed to Bayer and ACRC for sponsorship contributions.

COMMITTEE REPORTS

Don Gilbert asked committee chairs to provide Nancy Fitz with names of committee members.

Membership Committee:

Chair Don Gilbert reported that Angela O’Callaghan and Roger Springman have joined him on the committee. Kelby Neal volunteered to join. Lois Levitan noted that she and Rob Denny, and perhaps others, volunteered for the membership committee at the Annual Meeting. Discussion ensued about **membership renewals**: As of last year, membership is based on the calendar year. A renewal reminder was emailed to members a few weeks ago in conjunction with a memo about the Tucson hotel situation. Kathy Brooks received about the same level of response that she typically receives in response to mailings with postage affixed (*i.e.*, a few responses). Support was expressed for synchronizing conference registration with membership renewal, so that people can take care of both in one transaction, with incentive of decreased registration fee with current membership. Other incentives for membership: voting, access to members-only section of the web when it is established. Benefit of keeping lapsed members on the roster is that it provides a broader group to receive conference announcements, etc. The most current version of the **membership brochure** (thanks, Allan!) is posted on the NPSA website (vers 5a). Due to a printer error, 2000 copies of a slightly older version (vers 5) were printed and are available to us at no cost. Allan Hovis will send multiple copies on request. A

number of requests were made during this call. For reference: Gail will find out how many Carol Ramsey would like; Roger-30; Dan-200; Lois-200; Nancy-50; Don Gilbert-50; Rob H-50; Kelby-50; Don Mullins-50; Greg-30.

Conference Program 2006:

Co-chair Dan Schweitzer reported that the planning committee met last Fri, with about 10 members representing all areas. Discussed ideas for **keynote speakers**, including Steve Johnson, EPA, person at Crop Life responsible for stewardship, Texas governor. Prior to its next meeting, May 4, the committee is requesting other ideas for keynote speakers (probably need 10 ideas to fill the four spots) and also ideas for **technical sessions** and other speakers.

They plan to issue a “**call for papers**” and are looking into using a large postcard format rather than an 8.5x11 trifold for this announcement. In addition to soliciting input from full membership, they are looking into advertising in trade magazines in order to reach a wider audience, using “remnant space” to minimize costs. Committee members Dwight Sitta (Texas Country Cleanup Coordinator, based in Austin) and Sam Gibson (US Ag Recycling, based in Houston) are taking lead in organizing **off-site activities**. The committee discussed a **conference focus**, and are considering pesticide stewardship education. The Board reiterated the importance of identifying a focus prior to issuing call for papers.

The committee would like to expand **conference sponsors** beyond core group to include equipment manufacturers, recyclers, etc.

Exhibitors: Janice Oldemeyer is on the board of the North American Hazardous Materials Management Association (NAHMMA), which has discussed building partnerships with simpatico organizations (*e.g.*, by exchanging free exhibit booth space at conferences, as well as other means). The NPSA Board reacted positively to the concept, and expressed interest in setting up a NPSA display at NAHMMA’s Sept 19-23 conference in Takoma, WA, as well as in offering free exhibit space to NAHMMA at the NPSA meeting. Janice will seek approval of the NAHMMA Board for exchange of exhibit space. In the ensuing discussion, the partnership concept was taken another step with suggestion of sharing member-only web space.

Re: the contents and structure of the **display**, it was noted that NPSA does not have display boards or materials. Gail Amos offered loan of display boards for meeting in Takoma. The *Communication Committee* was asked to take responsibility for developing display materials that could be easily mailed via mailing tube for use at far flung, sequential venues.

Finance: Chair Rob Hofstetter—nothing to report.

Election and By-Laws:

Chair Gail Amos noted, per earlier discussion of membership, that by-laws specify that only members in good standing may vote.

Communications:

Chair Pat Hipkins was not present, but had communicated with Don Gilbert via email.

Don Gilbert asked that **Board minutes** be made available to general membership as means for them to be more involved with NPSA. Decided that (i) approved minutes will be posted on website; (ii) an email will be sent to the membership to let them know that the minutes have been posted; (iii) the secretary will write text of the email, giving meeting highlights and (iv) the administrator (Kathy) will distribute the email.

Pat will be meeting with webmaster George Brooks soon to work on **website** changes. Information about the 2006 conference is now posted on the web. Pat asked for Board feedback re: how long to retain information on the website about 2004 conference. Board sentiment: archive program materials so they can be easily accessed, but remove other 2004 conference information. Requests were made for an easy link to the membership brochure, possibly by a top tab, and a means to link to Board minutes, since the Board has decided to archive approved minutes on the web.

Pat reported that thus far she is the only person on the **Communications Committee** and thus is soliciting other members. Roger suggested that some of the volunteers to the membership committee work instead on Communications; Lois volunteered to switch.

NPSA Archives and Seal (continuation of Feb 2005 discussion): Kathy Brooks was asked to inventory her archives and contact early members of the organization to fill gaps, so that there is a full paper record of Board minutes and other official papers. She was also asked, as NPSA administrator, to maintain the record. The seal and official “black notebook” with incorporation papers are apparently lost in the lawyer’s office. Kathy was asked to get a new Corporate Seal if the original cannot be located and to ask for additional search for the notebook.

Establishment of **NPSA listservs** was again mentioned as a priority of the Board. Nancy Fitz provided background that listservs were set up several years ago at Washington State University, when faculty/staff there were on NPSA Board, but they were not implemented. [Details about listserv topics and previous Board decisions re: listservs are in Feb 2005 Board minutes.] Discussion ensued re: where to host listservs, given that member relationships with any particular University are likely to change over time, and that hosting of listservs elsewhere costs money. Decided that the Communication Committee will look into the matter, make needed decisions, and implement listservs.

Sponsorship Committee:

Chair Allan Hovis reported on a recent meeting in Washington DC of the Crop Life stewardship committee, at which he introduced the concept that members of this group provide support for NPSA.

International: Chair Don Mullins—nothing to report

Conference Arrangements 2006: Don Bradley and Kathy Brooks reported that there is now a signed agreement with the Marriott Hotel in Austin for the Feb 12-15 2006 conference (Kathy has the contract in the NPSA office files). Suggested that a note to “keep this date” should be added to all NPSA correspondence (*e.g.*, put in the signature box or header on NPSA emails).

Conference Arrangements 2007: Don Bradley solicited Board suggestions of venues in Western US where Board would like to hold a winter conference. Described what Committee has learned thus far: locations in Central and Northern CA require multiple plane changes; San Diego oceanfront is too expensive, inland is not; Reno is affordable but at 4000 ft, may have snow. Board suggested that *(i)* committee look into Las Vegas; *(ii)* ask a travel agent for suggestions of less expensive suitable locations. Idea of working with a conference planner was discussed and likely dismissed because cost of the conference planner is added to the price of hotel rooms.

OTHER BUSINESS

NPSA Logo Usage Policy:

Continued discussion begun at February Board meeting re: policy for use of NPSA logo by government and educational units. (A policy for use of logo by corporate members was approved at the 2004 member meeting.) Issue arose because Rob Hofstetter, Maryland Department of Agriculture, asked to use the logo in conjunction with his agency's container recycling program, in part as a means of promoting NPSA. Current By-Laws would have such decisions made on a case-by-case basis (which happened in this case). Question is whether to develop a more explicit, consistent policy.

Board sentiment was favorable towards use of logo by agencies and institutions whether or not they hold organizational memberships in NPSA, as long as responsible persons in these groups hold individual memberships. This policy would not extend to businesses, which are required to have corporate membership (not individual) in order to use logo. Since use of logo conveys NPSA support for the program and the way it is conducted, Roger Springman suggested that NPSA asks ACRC to review programs asking to use the NPSA logo. It was also recognized that wider use of the logo provides good publicity for NPSA.

Roger Springman and Allan Hovis volunteered to think through policy concepts and details and to draw up language to be voted on by Board

EPA Pesticide Environmental Stewardship Program (PESP):

Nancy Fitz raised question of whether NPSA wants to continue its membership in PESP, and provided background: NPSA has been a PESP partner for a number of years but since 2002 has not fulfilled partnership responsibility of developing/submitting a stewardship strategy. The new PESP contact at EPA asked Nancy re: this lapse and whether NPSA wants to continue the association. Discussion ensued re: the fit of NPSA and PESP. Several Board members and other call participants expressed interest in continuing the association. Nancy does not want to be key point person. Lois Levitan will talk with Pat Hipkins re: Communication Committee developing strategy document.

Pesticide Container Recycling Protocols:

Nancy Fitz provided background re: discussions she has been having with Tom Hall (Crop Life America) and ACRC about development of Best Management Practices (BMPs) for container recycling. Development of a widely accepted BMP protocol is part of a strategy for building pesticide industry support for the recycling program and "leveling the playing field" that now has CropLife members subsidizing recycling of containers from non-member manufacturers. In the future, CropLife may want EPA to require recycling of containers as a condition of registration. Development and acceptance of BMPs are seen as a necessary pre-condition. The CropLife Board recently voted to support container recycling and ACRC. NPSA Board members expressed interest in supporting this effort and inviting Tom Hall to participate in the next NPSA Board Meeting.

Next Meeting:

Nancy Fitz was asked to set up and email details for a meeting 10-12, Tuesday, April 26, 2005. [Call-in number: 202-275-0170. Access code: 1076#. No. of lines: 20. Call name: pesticides]

Meeting adjourned at noon. EST.

Draft submitted by Lois Levitan, Mar 24, 2005)