

**The Pesticide Stewardship Alliance (TPSA)
Board of Directors (BOD) Meeting Minutes
October 30, 2006**

CALL TO ORDER

Meeting was called to order at approximately 11 AM EST.

ROLL CALL

A quorum of voting members was present (names underlined): Kathy Brooks, Dan Schweitzer, Don Bradley, Don Gilbert, Don Mullins, Lois Levitan, Nancy Fitz, Carol Ramsay, Liza Fleeson, Kelby Neal and Margaret Jones.

APPROVALS

Minutes from the October 6, 2006 Board of Director meeting were approved. It was decided that in the future, approved meeting minutes would not be posted until the next Board of Directors Meeting was scheduled.

TREASURER'S REPORT

The balance as of October 29 is \$3,379.32. The payments totaling \$2918.66 were \$1210.00 (Sept) and \$250 (October Office use) to Arrowchase, \$35.00 to Global Pay for the CC settlement, \$44.79 to NDPS for the CC machine, \$66.37 to AT&T and \$1312.50 to George Brooks. There were deposits totaling \$300.00 for memberships from Cornell University (Lois Levitan), VDACS, DE Dept. of Ag, and Cornell University (Eris Harrington).

2007 TPSA CONFERENCE - RENO, NV

Sponsorship Report

To date, sponsorship commitments have been made including: Tri Rinse (\$700-800); Syngenta (\$2000); Sam Gibson, USAg Recycling; Steve George, Northwest Ag Plastics (\$725); Two Rivers (\$2000) and ACRC (\$5000). The Conference Committee will determine how the sponsorship would be best spent and will bring a proposal to the Board for approval.

Agenda Development

To date, no papers have been received. Discussion included the previously distributed list of confirmed and proposed topics. Comments and suggestions should be sent to Lois Levitan. Also discussed were the issues of conference speakers and the reimbursement of expenses. Lois Levitan offered that it is customary for the expenses of a speaker to be paid by the group.

Tour Pricing

Currently, the tour is an “add-on” fee and is not part of the conference registration. The estimated cost is \$50-\$75. Discussion included the possibility of securing sponsorship for portions of the tour (i.e.: bus) to keep cost to a minimum for participants.

Registration Form and Marketing

The registration form is ready to be posted.

BY LAWS REPORT

Margaret Jones has received comments on the proposed by-laws changes from Lois Levitan. No other comments have been received to date. Board of Directors approval of the proposed changes is required prior to distribution to the membership. Discussion included a review of a number of the proposed changes. A special meeting will be scheduled to review the remaining proposed amendments and is scheduled to be held on November 6, 2006. Voting members that will attend include Lois Levitan, Don Gilbert and Don Bradley. A fourth member is required for quorum and is to be determined. It is anticipated that the by-laws will be distributed to the membership for a vote prior to Thanksgiving.

TPSA BUSINESS POLICIES

A discussion of the retooling TPSA management included a review of major operations functions including: conference management, web outreach, accounting/bookkeeping, and general administration. Carol Ramsay indicated it may be necessary to draft or revise current policy documents to address any changes to the current management of TPSA (current policies were distributed prior the meeting. In determining if changes to operations is advantageous for TPSA (i.e.; containing web services), specific tasks must be identified and business transactions (i.e.: number of checks drafted) must be quantified. This will facilitate the bid process for services. Kathy Brooks offered to assist Carol Ramsay in gathering this information. All comments regarding possible operations changes including the current business policies should be send to Carol Ramsay. It is anticipated that any proposed changes to current business practices will be brought to the Board in late November or early December.

NEXT MEETING: Next meeting is November 27, 2006 10:30 am - 12:30 pm EST.

ADJOURN: Meeting was adjourned at approximately 1 PM EST.

[Draft submitted by Liza Fleeson November 9, 2006; Revised November 21, 2006; Approved November 27, 2006]