

THE PESTICIDE STEWARDSHIP ALLIANCE
BOARD OF DIRECTORS
MEETING MINUTES

February 24, 2008
Asheville, NC

CALL TO ORDER

Meeting was called to order at ~4 PM EST.

ROLL CALL

A quorum was present. (Board Members underlined): Dan Schweitzer, Don Bradley, Derrick Bell, Wayne Buhler, Lois Levitan, Johnny Berry; Carol Ramsay; Liza Fleeson; Nancy Fitz; Gail Amos, Pat Hipkins, Roger Springman, Don Gilbert, Margaret Jones; Marty Fitzpatrick, Allan Hovis, Chris Stickler, Rob Denny, Fred Gabriel, Jerry Krebs, and Rob Hofstetter.

APPROVAL OF MINUTES

The minutes of the February 12, 2008 Board of Directors Meeting were approved. Approved meeting minutes will be posted on the TPSA website.

TREASURERS REPORT

The Profit & Loss Statement for January – December 2007 was provided to attendees:

<u>Income</u>	
3200 · 3200 Conference Income	\$ 27,680.00
3230 - 3230 Donations/sponsors	\$ 36,091.79
3300 · 3300 Membership Dues	\$ 5,640.00
3500 · 3500 Miscellaneous Income	\$ 98.68
3600 · 3600 Corporate Sponsor	\$ 10,000.00
Total Income	\$ 79,510.47

Expense

6000 · 6000 Conference Expenses		\$	32,116.77
8000 · 8000 Overhead			
	\$		
8015 · 8015 Printing/Copy Services	625.12		
	\$		
8019 · 8019 Credit Card Expense	466.85		
	\$		
8045 · 8045 Miscellaneous	158.00		
	\$		
8055 · 8055 Postage/Shipping	629.25		
	\$		
8060 · 8060 Professional Services	10,443.67		
	\$		
8061 · 8061 Rent	1,000.00		
	\$		
8062 · 8062 Equipment Rental	223.95		
	\$		
8075 · 8075 Telephone	523.33		
	\$		
8085 · 8085 Bank Service Charges	1,144.15		
	\$		
Total Overhead		\$	15,214.32
		\$	
8100 · 8100 Operations Mgmt.		\$	10,609.75
		\$	
8300 · 8300 WWW/Technology		\$	6,465.85
		\$	
8400 · 8400 -Other Expenses		\$	900.98
		\$	
Total Expense		\$	65,307.67
		\$	
Net Income		\$	14,202.80

In summary, for 2007, administrative costs were reduced as projected with the transfer of operations management to MACA. Figures reported for 2007 include 3 months with the previous provider and 9 months with MACA and reflect the transition costs associated with the change. In addition, consensus indicated that along with reduced costs, administrative services have increased through this new relationship.

In addition, this is the first year that TPSA will be able to financially support specific stewardship projects. Projects will be determined by the Board and may be from solicited or unsolicited proposals. TPSA supports cooperation with other organizations in pursuing these projects.

BOARD ELECTIONS

Margaret Jones provided an update of the 2008 Elections. To date, there has been a 20% return rate for ballots. Voting closes at 1 PM on Monday, February 25, 2008. Two individuals will “count” the ballots. The possibility of drafting a policy which includes key dates and time line for nominations was discussed. Dan Schweitzer has draft procedures for nominations and elections. Dan will make any necessary changes to the document and forward it to the Board for review. In addition, the need for members for the Nominations Committee for 2009 was announced. Carol Ramsay indicated she had sign-up sheets where members could indicate their interest in participating on a committee(s).

OPERATIONS

As of February 21, TPSA has 130 paid members. Thirty-eight (38) members have not renewed. In addition, to date, we have 6 corporate sponsors (\$30,000).

CONFERENCE DETAILS

Sponsors: A full page has been included in the agenda listing all sponsors and categories. On the TPSA website, all sponsors have an active link to their respective websites.

Registrations: Royce and Brenda Batts are volunteering and providing registration support during the conference. As a thank you, TPSA has provided them with a 3-Night Marriot Stay. Regarding conference registrations, the number of registrations have increased from last year, however, there was discussion that TPSA is missing potential attendees. Possible areas for consideration in an attempt to increase conference participation include: providing scholarships and tiered registrations (costs), focusing on issue specific topics i.e.: container/containment; proposed recycling rule; and expanding audience by addressing, for example, stewardship needs in the structural industry.

NEW BUSINESS

Recognizing Retiring Board Members/Officers: Johnny Berry, Dan Schweitzer, Don Gilbert and Lois Levitan will be leaving the Board of Directors.

By-Laws: Current amendments to the By-laws are not substantive. The Articles of Incorporation are dated 2005.

CONTAINER RECYCLING RULE UPDATE

The EPA is moving ahead with the Container Recycling Rule which would mandate recycling of plastic pesticide containers for registrants. EPA's goal for a proposed rule is August/September 2008.

WEBSITE

All files were transferred from the "old system" to a "new system" through Mirsky, however, not all files appear currently on the web. Due to budget constraints in 2007, additional work on the website was temporarily postponed. Pat Hipkins will work with the contractor to complete the work and Don Bradley will address the budgetary component of the project. The suggestion was made to take a snapshot of the website annually to avoid history repeating itself.

BUDGET PLANNING 2008

The need for a working budget was discussed. Don Bradley indicated his willingness to assist. Additional Finance Committee Members should be solicited and include a Board Member and a Member at Large.

CONFERENCE PLANNING 2009

Preliminary planning for the 2009 Annual Conference has begun. Carol Ramsay will serve as Chair and intends to begin immediately after the conclusion of the 2008 Annual Conference. The 2009 Conference will be held in Albuquerque NM, February 22-25, 2009. Specific areas of focus include increasing membership and attendance by reaching out to other groups and identifying topic/focus areas for the agenda. The latter may be facilitated by looking at other organizations and where their interests lie, for example, e-labeling. Also, the possibility of a Sunday tour was discussed and supported. Finally, the need for a Strategic Planning session during the 2009 Conference was reiterated.

On a related note, the following possible locations for the 2010 Annual Conference were identified: San Diego, CA; Baltimore, MD; Spokane, WA; and Portland OR. In addition, the possibility of "joining" our meeting with another, for example, the American Society of Plastics (ASP) was discussed.

2008 PROJECTS

Pesticide Environmental Stewardship Program

Historically, BOD Meetings have focused on the operational aspects of the organization. The need to move away from this and towards a more project focused was discussed and agreed upon. TPSA submitted its Pesticide Environmental Stewardship Program Strategy Submission Form 2008-2012 to the EPA on December 31, 2007. The PESP strategy identifies 5 specific TPSA goals, the tactics that TPSA will employ to attain the goals and measures of success that will be used to evaluate our success in reaching our goals. The PESP strategy is TPSA's strategic plan and should be central when determining appropriate projects. Annual reporting to the EPA is required.

Pesticide Environmental Stewardship (PES) Website

An overview of the PES Website was provided. The PES serves as a national portal to pesticide safety related information and is available to regulators, industry, homeowners, educators and other interested parties. Topics/modules include, for example, ground and surface water, spray drift, disposal and recycling, and recordkeeping. PES had four regional coordinators and receives corporate sponsorship. Anyone interested in contributing to the website, or for additional information, contact Wayne Buhler.

POLICIES FOR 2008

The Awards Policy has been finalized. Other policies which need to be finalized include: conference booking; conference registration; conference management; logo usage; membership; accounting; business affairs; historical record; and web services. An elections policy is being drafted. Discussion included the Board addressing one or more policy at each BOD Meeting during 2008.

INTERNATIONAL COMMITTEE REPORT

The International Committee has had three meetings and will be discussing a White Paper during a breakfast roundtable.

OTHER BUSINESS

Historical TPSA Documents: The need for a procedure for processing historical TPSA documents was discussed. All documents should be reviewed by the BOD and/or Officers and then forwarded to Bonnie McCarvel. All documents should be reviewed to determine if it should be kept as a historical record. The possibility of determining categories for historical documents was also discussed. Carol Ramsay will draft a list of categories. Also, Don Gilbert, Carol Ramsay and Rob Denny will hold a conference call(s) to discuss the issue.

[Submitted by Liza Fleeson, March 19, 2008; Revised March 27, 2008; Approved with revision March 28, 2008]