

NPSA Regular BOD Meeting Minutes
November 07, 2004

Present:

Gail Amos, Jude Andreasen, Don Bradley, Kathy Brooks, Nancy Fitz, Mary Grodner, Pat Hipkins, Alan Hovis, Joe Hoffman, Rob Hoffstetter, Janice Oldemeyer, and Dan Schweitzer

Quorum Status:

In Quorum (Five voting BOD members present; names underlined above.)

Meeting called to order by BOD Chair Mary Grodner at 4:35 p.m. EST.
The agenda was accepted as distributed.

Minutes:

The minutes of the second October meeting (10/27/04) were not prepared at meeting time. Thus, they could not be accepted.

Treasurer's Report:

Kathy Brooks reported that total income for the month was \$16,860, from conference registrations and sponsor donations. Expenses were \$3,719.62. Net income for the month was \$13,140.38. the total account balance is \$17,421.23

The report was accepted as given.

Old Business:

#1. Conference – last-minute details:

No “glitches” that anyone knows of (!) -- Kathy Brooks reported that NPSA met its room # obligations.

#2. 2006 Conference and Procedures for Future Conferences:

Mary Grodner stated that we should give some direction to the conference committee, and the BOD confirmed that the committee should schedule the meeting either the week of February 5 or 12 in southern Texas: Austin, Dallas, Houston, or San Antonio. It was moved and seconded to appoint a conference committee, and charge them to work with the parameters described above. Don Bradley volunteered to chair the conference committee.

Gail distributed his recommendations for Conference Hotel Procedures. The high points are that we will evaluate the facility and franchise (if applicable), avoid any site

managed by John Q. Hammons Hotels, Inc., and have the NPSA legal counsel (Kellie L. Newton, Esq., McKenna Long & Aldridge LLP) review all contracts. Gail's Conference Hotel Procedures document was accepted.

Gail also presented a generic guide (NPSA Registration Policy – 10/04) re: conference fees and discounts for invited guests and others (members, speakers, and ACRC Board Members). Several minor modifications were made to the recommendation regarding sponsorships. One was: that the organizations that donate \$5,000 or more be allowed to use the NPSA logo as partners for the term of their sponsorship *with the approval of the BOD*. (This change to recommendation #2 allows the BOD to review/evaluate/grant this privilege.) One other point of discussion was the recommendation that sponsors be given free registration(s), with the number of free slots increasing with donation level. For one thing, it was agreed not to promote this and rather use it on an “as needed” basis, and allow the BOD/sponsorship committee to use at its discretion. For example, if sponsors don't need the number of slots they could/would be allocated, those places could be used for invited guests or other prospective participants that NPSA would like to be involved in a conference but who may need support. In addition, it was noted that the policy would grant many organizations more slots than they would need or want. Hence, recommendation #3 was reworded to read: Provide free conference registrations for conference sponsors *up to*:

\$1,000 - \$2,500	1 free registration
\$2,501 - \$5,000	2 free registrations
\$5,001 - \$10,000	4 free registrations
> \$10,000	?

In addition, it was decided to keep these guidelines “off the record”, so the conference committee could use them if/as needed, at their discretion. (Several BOD members noted that the organizations and companies that could afford to contribute large sums did not need free registration for participants, and their staff/employees have funds set aside to use for professional meetings, etc. In such cases, perhaps some of these free registrations could be “transferred” to a speaker or international member, in which case the donating organization could be credited.)

These recommendations were adopted with changes noted in italics.

It was also recommended that the fee for the Grand Reception be included in the registration fee, and that the registration fee be increased to cover this cost per individual.

#3. Proposal for Changes in Board Structure:

Gail Amos recommended NPSA:

- 1) have an official standing Sponsorship Committee, chaired by the private sector and a member of the crop protection industry, and
- 2) charge the Treasurer to review the organization's bank statement on a quarterly basis.

These recommendations were adopted as written.

#4. Committee Reports:

Elections/By-Laws – Dan Schweitzer

Dan reported that he received 19 proxy votes on the proposed changes to the By-Laws prior to the meeting. A vote on the By-Law changes will be taken at the General Business Meeting later this afternoon. In addition, members submitted votes on the three Board of Directors slots by mail. Members attending the conference can give ballots for the BOD positions to Kathy Brooks until noon on Monday, 11/8.

Finance – Ginny Prest

In Ginny's absence, and due to the fact that the treasurer's report had been given and accepted, this report was not given.

Communications – Nancy Fitz and Don Bradley

Don (et al.) said "Thanks!" to Nancy Fitz for assembling the program components and for pulling everything together, and to ACRC's communication agency (Maria Mirsky and Associates) for designing and printing the program.

Stewardship/Awards – Janice Oldemeyer

Janice produced an awards solicitation packet, which will be a great help to future committees. Awards will be given later in the conference (Monday luncheon).

Membership – Allan Hovis

Alan has an updated membership flyer ready to distribute at the meeting. It makes reference to the general date and place of the 2006 conference.

International Relations – Jude Andreasen and Don Mullins

Jude reported that, with help from Don and others, there will be four international participants at this year's meeting, and four others who will report on international stewardship work.

She noted that barriers to non-US participants include distance (thus cost of travel in dollars and time), the difficulty in obtaining travel Visas (in some cases), and the name of the organization. Jude has found that some prospective international participants have difficulty in obtaining permission to attend a U.S. National (vs. International) meeting. She avoided this roadblock by inviting speakers to participate in the *International* section of the *National* Pesticide Stewardship Alliance.

#5. Earth 911 Project Update:

Joe Hoffman noted that Earth 911 will be looking for sponsors to support the ag pesticide disposal/container recycling sector of the website. Earth 911 does not take paid advertisements.

Other / New Business:

Annual Meetings:

Dan Schweitzer noted that the organization's By-Laws require an annual meeting. However, if NPSA does not hold a conference in 2005, it will need to hold an annual meeting in some manner: telephone conference, hold at some site/meeting that a number of members will attend, just set one and have someone be in charge of local arrangements and run the meeting, etc. There are currently 57 members, which may make a telephone conference unwieldy (if most/all members participate.) Mary Grodner noted that a number of NPSA members may attend the National PAT&C conference in Wisconsin in the summer of 2005.

Organization Accomplishments:

Gail Amos asked that each committee chair give a brief report of accomplishments and recognize members and helpers during the annual business meeting.

Document Archive:

Gail Amos and Pat Hipkins expressed the need for NPSA to archive important documents on the website – to include policy/procedures adopted (ex. Conference Hotel Procedures, Registration Policy, and recommendations for having a standing Sponsorship Committee and additional accounting procedures; annual meeting minutes.) The BOD decided this could be done by adding an archive/policy document section to the NPSA website.

Thanks to NPSA's BOD:

Mary Grodner conveyed her thanks to the BOD, and said that it has been her pleasure to serve the organization as BOD chair. She believes NPSA is a valuable organization playing an important and much needed role. The organization is growing, and developing into a recognized entity in a position to make a contribution in the pesticide stewardship arena. She conveyed special thanks to Nancy Fitz for all her help, day in and day out.

Next Meeting:

At the end of the annual conference "wrap up" session Tuesday afternoon (exact time TBA).

Meeting adjourned at 5:50 p.m. EST.

Prepared 10 November 2004; PAH

Revised 10 December 2004; PAH w/ input from Gail Amos and Nancy Fitz