

**THE PESTICIDE STEWARDSHIP ALLIANCE  
BOARD OF DIRECTORS  
MEETING MINUTES**

**February 21, 2010**

**CALL TO ORDER**

Meeting was called to order by Fred Gabriel at ~2:05 PM EST.

**ROLL CALL**

A quorum was present. (Board Members underlined): Fred Gabriel; Marty Fitzpatrick; Rob Denny; JD Fish; Wayne Buhler; Cary Hamilton; Ed Cranson; Jen McLaughlin; Eric Laut; Kevin Neal; Nancy Fitz; Lois Levitan; Roger Springman; Derrick Bell; Sam Gibson; Don Mullins; Jim McKenna; Gail Amos

**APPROVAL OF MINUTES**

The minutes of the February 9, 2010 Board of Directors Meeting were reviewed. A motion to approve the minutes was made by Wayne Buhler. Nancy Fitz seconded the motion. The minutes were approved. A copy of the minutes will be posted on the website.

**TREASURER'S REPORT**

As of January 29, 2010, TPSA had a balance of \$99,479.60 and a net income of \$36,064.35. TPSA's annual expenditure is approximately \$65,000. The conference expense is \$35,000 - \$40,000.

**OLD BUSINESS**

The group discussed the letter that was written by TPSA in support of the grant proposal developed by the Product Stewardship Institute (PSI) regarding the Great Lakes Restoration Initiative. There was some reluctance from the board to submit the letter because this was so time sensitive and there were concerns regarding liabilities. It was determined that no action needed to be taken until PSI approached TPSA with action items for the organization.

**2010 BUDGET**

A budget has been developed for 2010. This is the first time that a budget has been presented to the membership. Sponsorship is the key to TPSA's success. Sam Gibson did a great job driving sponsorship this year.

## **COMMITTEES**

Discussions took place on the need for our membership to develop the committees. The more developed the committees are, the less that TPSA will need to depend on Bonnie. A well organized conference planning committee could minimize the administrator's time. The suggestion was made that a conference coordinator should be in place for two years, and a co-chair should work with the coordinator. A timeline and structure should be developed by those who have managed the conference planning in the past. Carol, Lois, Roger, Nancy, Kevin and Rob should be on this team. This group will make a recommendation on a chair for the committee.

## **TECHNICAL STAFF POSITION**

The group reviewed the possibility of adding a part time employee. A certain amount of funds could be allocated to pay for this position. This contracted position could submit proposals for grant funds. This person could also develop webinars for funding as well. A group under the board chair should develop a job description of this position.

## **BYLAW CHANGES**

As policy indicates, no changes can be made to the bylaws without a majority vote from members in good standing. The membership must be given 45 days to review any potential changes to the bylaws before a vote can take place.

The Elections and Bylaws committee presented the board with suggested changes to the bylaws. No vote was made by the board to accept or decline these changes. It was discussed that the membership would be notified at the Membership Meeting that suggested changes would be forthcoming for their review.

## **2010 OFFICERS**

The group reviewed the bylaws to determine whether a board member can hold an officer position. It was determined that this is able to happen. A motion was made to nominate Cary Hamilton for Vice-President. JD seconded the nomination. The motion was approved. The nominations for officers are still open. The vote will take place at the next board meeting.

## **2011 CONFERENCE**

Roger did research on the three suggested conference locations, San Antonio, Portland and Sacramento. All three cities had positives and negatives to holding the conference. Marty made a motion to select San Antonio. JD seconded the motion. The motion was approved.

## **PESP PROGRAM**

TPSA is required to submit to the EPA their measurement report for 2009. Nancy will take the lead on this.

## **MEETING ADJOURNED**

The meeting adjourned at ~ 3:50 PM EST.

[Submitted by Jennifer McLaughlin, April 18, 2010, updated May 25, 2010, approved May 26, 2010]