

AAPSE BOD Minutes

11/26/18

11:00am-12:08pm Eastern

Zoom/Teleconference

Meeting called by: Kerry Richards

Type of meeting: Board of Directors (BOD)

Recorded by: Betsy Buffington

Attendees: EC: Betsy Buffington, Kerry Richards, Sonja Thomas
Regional Reps: Faye Golden, Jolene Hendrix, Darrell Hensley

Minutes

Agenda item: 1. Treasurer's Report **Presenter:** Sonja Thomas
a. Wild Apricot vs. PayPal for dues payment
b. Consolidating CODs

Discussion:

1a. Sonja Thomas reported that Wild Apricot cannot give AAPSE a definite amount that they would charge per transaction because it depends on which credit card is used and the location where they are coming from. PayPal charges a specific amount, therefore AAPSE will continue to use PayPal for dues payment.

1b. Sonja Thomas spoke with a bank representative about the following options discussed previously: 1. Determine the interest rates of the three CODs and what they could be renewed for. 2. Keep the three CODs but have them mature on different dates over the year. 3. Move one COD to a two-year cycle in planning for future AAPSE meetings. All the options are feasible. The interest rates of the three CODs are virtually the same. Sonja Thomas stated that sitting down and looking at all the funds together to discuss what we want to do with the remaining funds (e.g., how to split funds, putting some in savings, future AAPSE meetings, utilizing funds for scholarships, etc.) before we put money in a COD to get a better indication on which option is best. About every 6 months, one of the CODs is available to use. The CODs automatically renew. The majority of AAPSE's money is in the savings account. Kerry Richards suggested that Sonja Thomas put all this information together along with a balance sheet and send it to the EC so that the EC can look at it and can make a recommendation to the BOD and make a decision during the next AAPSE BOD meeting, December 17.

AAPSE Accounts	Type	
Organizational Savings	Savings	
Gifts	Savings	
Money Mover II rewards	Checking	
12 month \$1000 min – maturity 1/16/19	Certificate	
12 month \$1000 min – maturity 10/16/19	Certificate	
12 month \$1000 min – maturity 5/12/19	Certificate	
		TOTAL: 67,799.68

Action items	Person responsible	Deadline
✓ Send Report to EC of findings discussed during today's meeting and balance sheet.	Sonja Thomas	12/1/18

Action items	Person responsible	Deadline
✓ Discuss Sonja Thomas' report and formulate recommendations.	EC	12/10/18
✓ Add EC recommendations on Sonja Thomas' report to December 17 AAPSE BOD agenda.	Kerry Richards	12/10/18

Agenda item: 2. Election Update **Presenter:** Kerry Richards
a. New Regional Representatives
b. Officers 2019

Discussion:

2a. Update on new regional representatives:

- Northeast: One nomination has been received
- Southern: Faye Golden reported that after a tie, a runoff election will close December 7.
- North Central: No report.
- Western: Several nominations have been received.

2b. Kerry Richards is continuing to work with Don Rennie, chair of the Nominations/Elections Committee, on officer elections.

Action items	Person responsible	Deadline
✓ Nominate and vote on slate of candidates for regional board representatives.	Senior Regional Representatives	1/1/19
✓ Set election date for National Elections.	Kerry Richards	

Agenda item: 3. Membership **Presenter:** Kerry Richards
a. Conferring life memberships
b. Marketing
c. Incentives
d. Payment through conference registration

Discussion:

3a. Kerry Richards spoke with Kaci Buhl, co-chair of the membership committee. Kaci Buhl is putting together a nomination document and will work with Sonja Thomas, co-chair of the membership committee, to get the document out to the membership and solicit nominations.

3b. Sonja Thomas will continue to work with the membership committee on marketing and other issues.

3c. Jolene Hendrix spoke with Becky Maguire, co-chair of the professional development committee. Jolene Hendrix reported that there was some concern with what integrating students into AAPSE would have to do with the professional development committee. Additional brainstorming is needed. Jolene Hendrix has a draft outline of scholarship and networking based on other professional meetings. She will send that information to the BOD.

3d. Sonja Thomas stated that the main concern with membership payment through conference registration was that the membership payment was not separated out (e.g., non-member fee is \$250, members are \$200 and that renews the membership of the member). She referred to the AAPSE membership survey that asked: Would you be willing/able to pay a registration fee to attend a national AAPSE meeting? Yes – 62 (83.78%) No – 1 (1.35%).

Action items	Person responsible	Deadline
✓ Develop and distribute nomination document containing criteria and process for conferring life membership.	Kaci Buhl and Sonja Thomas	1/1/19

Action items	Person responsible	Deadline
✓ Continue to work with Membership committee to work on marketing what AAPSE already has available to associate membership (students) and larger membership as well.	Sonja Thomas	12/15/18
✓ Continue talking with Professional Development committee about incentives (e.g., internship, scholarship, networking, mentorship) to make students more active in AAPSE organization.	Jolene Hendrix	12/17/18

Agenda item: 4. AAPSE Meeting Update **Presenter:** Kerry Richards

Discussion: Kerry Richards stated that Don Renchie spoke with Tom Smith about the EPA/meetings grant. Don Renchie asked Tom Smith if there was a meeting in the off-years (non-PACT meeting) that was relevant enough to the majority of AAPSE members that an AAPSE meeting could be added at the end of the meeting. Tom Smith stated that the NPSEC collaboration teams have proposed to meet in the off years and that it may work to add an AAPSE meeting to the beginning or end of those meetings. Betsy Buffington stated that a possible drawback is if regional meetings were also being planned in the off-years, it might dilute attendance at these meetings. She suggested that since regional meetings for 2019 are already being planned, the discussion of AAPSE meeting in conjunction with NPSEC collaboration teams be done in future off-years. Kerry Richards will see if one of the regions would be amenable to tag an AAPSE national meeting on to the end of their regional meeting. She will send request to regional reps to solicit the members in their region and get response by December 10. A BOD decision can then be made during the December 17 AAPSE BOD meeting.

Action items	Person responsible	Deadline
✓ Send regional reps request about interest in adding day before or after their meeting in hosting 2019 AAPSE national meeting	Kerry Richards	11/29/18
✓ Send email to members in your region.	Regional Reps	11/30/18
✓ Report results from region.	Regional Reps	12/10/18

Agenda item: 5. AAPSE Committees and Liaisons Discussion **Presenter:** Betsy Buffington

Discussion: Betsy Buffington discussed feedback on the Basecamp discussion and requested that everyone who has not participated in the email discussion to do so soon.

Action items	Person responsible	Deadline
✓ Comment on committees and liaison discussion via email.	BOD members	12/17/18

Agenda item: 6. AAPSE Travel
a. Draft guidance document **Presenter:** Kerry Richards

Discussion: Jolene Hendrix stated that she and Frannie Miller have developed a draft framework. She asked the BOD for guidance on whether a submittal form was needed for EC/BOD approve prior to travel for documentation or whether a guidance document was sufficient. Kerry Richards said both a submittal form and

a guidance document are needed.

Action items	Person responsible	Deadline
✓ Continue to develop draft guidance document for EC and Regional reps on travel policies (e.g., prior approval, report post-travel)	Frannie Miller, Jolene Hendrix	12/17/18

Agenda item: 7. Richard Pont's request **Presenter:** Kerry Richards

Discussion: None.

Agenda item: 8. Dicamba and Chlorpyrifos Update **Presenter:** Kerry Richards

Discussion: Kerry Richards shared that EPA has decided to renew the registration for dicamba for two more years. In August, the 9th Circuit Court ruled that EPA did not have the authority to override the previous decision to remove chlorpyrifos from the market. The court stated that EPA must do a stop sale within 60 days. A Michigan vegetable growers news article stated that there has been a counter suit filed asking that the Circuit Court's decision be overturned and allow for EPA to develop an offer for phase out. Until a ruling is made on that appeal, chlorpyrifos may be available for the next growing season. No official word from Dow yet. Any new information will be shared with AAPSE membership.

Agenda item: 9. Next Meeting Dates **Presenter:** Kerry Richards

Discussion: Kerry Richards shared next meeting dates of December 17, January 28, February 25, March 25, April 29, May 20, and June 24. Betsy Buffington requested that we explore dates/times to ensure EC participation in AAPSE meetings. Kerry Richards will send email to EC about future meeting dates.

Action items	Person responsible	Deadline
✓ Send email to EC about best dates/times to meet	Kerry Richards	12/1/18

Next BOD meeting: December 17, 2018