

AAPSE BOD Minutes

9/24/18

11:00am-11:45am
Eastern

Zoom/Teleconference

Meeting called by: Kerry Richards

Type of meeting: Board of Directors (BOD)

Recorded by: Betsy Buffington

Attendees: EC: Betsy Buffington, Don Renchie, Kerry Richards, Sonja Thomas
Regional Reps: Faye Golden, Tana Haugen-Brown, Jolene Hendrix, Darrell Hensley, Frannie Miller, Mike Wierda

Minutes

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

Discussion: Sonja Thomas reported that AAPSE currently has 230 active members and 247 on the roster.

1a. Sonja Thomas reported that she and Mike Weaver continue to work on the pros and cons from switching from PayPal to Wild Apricot for dues payment.

1b. Sonja Thomas stated that the 3 CODs can be renewed anytime (12 month renewal cycle) and all automatically renew at different times of the year.

- Account 22 matures 1/16/2019 and its rate is 0.45%.
- Account 36 matures 10/16/2018 and its rate is 0.45%
- Account 38 matures on 5/12/2019 and its rate is 0.65%

Kerry Richards suggested to let the October COD automatically renew. This will allow AAPSE more time to make decisions rather than rushing a decision now. The BOD agreed.

Action items	Person responsible	Deadline
✓ Continue to research to determine pros and cons of switching from PayPal to Wild Apricot for dues payment	Sonja Thomas	10/29/18
✓ Report to BOD best options for consolidating CODs.	Sonja Thomas	10/29/18

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

Discussion:

2a. Kerry Richards discussed the need for senior regional representatives to start the process for electing new regional representatives. New regional representatives need to be in place by January 2019. From AAPSE By-Laws:

ARTICLE V
Board of Directors

Section 2. Regional Board Representatives. Regional Board representatives shall be Full or Life members. They shall serve no more than two (2) consecutive two year terms. Elections may be conducted outside of meetings by any manner determined by the regional Board representatives as allowed under Article VII, Section 2. Terms in office will be two calendar years commencing January 1st after their election. The regional Board representatives shall be elected by plurality vote of the Full and Life members within their region. The individual receiving the most votes shall serve beginning with their election at the first annual meeting and continuing through the second regional meeting held thereafter. The individual receiving the second most number of votes shall serve beginning with their election at the first annual meeting and continuing through the first regional meeting held thereafter.

ARTICLE VII

Committees

Section 2. Nominating Committees for Regional Board Representatives. Regional Board representatives shall be responsible for nominating a slate of candidates for regional representation. Regional Board representatives are to conduct elections by mail or in other manner as they shall determine. Additional nominations may be made by any member of the Association in that region.

2b. Kerry Richards stated that new officers will also need to be elected in 2019. She would like to start the process this fall. From AAPSE By-Laws:

ARTICLE VII

Committees

Section 1. Nominations and Election Committee. Not less than six (6) months prior to elections, the President shall request each region to appoint one Full member to serve on the nominations and elections committee. This committee shall submit to the Secretary in writing a slate of candidates for election as President-Elect, Secretary, and Treasurer. Nominations by the committee will include at least two candidates for each office to be filled; however, if a slate of two candidates is not realized, the Nominations and Election Committee will notify the Secretary a minimum of 45 days prior to the election date so that the Secretary can ask for nominations from the full membership via the AAPSE listserv. Any Full or Life member may submit additional nominations in writing to the Secretary. The ballot shall include a slate of candidates and a brief resume and statement of each candidate. Such nominations must be received thirty (30) days prior to the election day established by the Board. No person shall be nominated without his or her consent.

Action items	Person responsible	Deadline
✓ Nominate and vote on slate of candidates for regional board representatives.	Senior Regional Representatives	1/1/19

Agenda item: **3.** AAPSE Awards Follow-Up **Presenter:** Kerry Richards
 a. Press release and letters
 b. Conferring life memberships

Discussion:

3a. Kerry Richards stated that the press releases were sent to all individuals who received awards, as well as their administrators and communication folks.

3b. Not discussed.

Action items	Person responsible	Deadline
✓ Add conferring life memberships to future BOD meeting.	Kerry Richards	10/29/18

Agenda item: 4. Membership **Presenter:** Kerry Richards

Discussion: Action items will be forwarded to next BOD meeting.

Action items	Person responsible	Deadline
✓ Talk with Membership committee to work on marketing what AAPSE already has available to associate membership (students) and larger membership as well.	Sonja Thomas	10/19/18
✓ Talk with Professional Development committee about incentives (e.g., internship, scholarship, networking, mentorship) to make students more active in AAPSE organization.	Jolene Hendrix	10/29/18
✓ Explore membership payment through conference registration and report results.	Sonja Thomas	10/29/18

Agenda item: 5. AAPSE Meeting Survey Update **Presenter:** Kerry Richards

Discussion: Betsy Buffington will contact Kim Brown asking for the meeting survey. Tana Haugen-Brown states that she will work to get the survey questions into Qualtrics. Betsy Buffington will forward Kim Brown's survey information to Tana Haugen-Brown.

Action items	Person responsible	Deadline
✓ Contact Kim Brown and ask for all meeting survey information	Betsy Buffington	9/25/18
✓ Send survey information to Tana Haugen-Brown	Betsy Buffington	10/1/18

Agenda item: 6. AAPSE Committees and Liaisons Discussion **Presenter:** Betsy Buffington

Discussion: Betsy Buffington asked the BOD for volunteers to go discuss the questions that have been raised:

1. How will these individuals be selected (not including AAPCO and SFIREG)
2. What is the caliber of the organization/meeting and should AAPSE be involved at that level? What REAL benefits does it provide to our members?
3. Just because we can have a liaison, do we need one? Is it meaningful and like Q1, what REAL benefits does it provide to our members?
4. Not all topics are created equally. The pesticide world is LARGE and where does AAPSE fit into to the subject matter, discussions, involvement?
5. What is the liaison's actual role? To attend and provide AAPSE with a report? Usually a liaison's position is to bridge common goals, not just attend a meeting and report back notes. Are we looking for liaison's to be active and engaged or simply attendees reporting back minutes?
6. Where will we receive the largest support in return? Which organizations/meetings will AAPSE be able to achieve a two-way partnership?
7. How often do these other opportunities appear? Some organizations meeting every year, some only every other or every 3rd. Agendas of each meeting should be scrutinized prior to approval of travel or even participation to be sure there is relevant information for our members.

Kerry Richards stated that she could add this to Basecamp so interested BOD members can discuss these issues in more detail. Faye Golden asked “What qualifies a person to be a liaison for a particular group? That they have working relationships with them or are we just assigning random people to the groups? What is our responsibility to bring back that information to the board?” Betsy Buffington stated that in the past the process has been somewhat informal. Kerry Richards pointed out that there are some exceptions (e.g., PPDC). Jolene Hendrix stated that this is a really good opportunity to determine how AAPSE wants to serve its membership.

Action items	Person responsible	Deadline
✓ Send invite to Basecamp.	Kerry Richards	10/1/18
✓ Join Basecamp discussion about liaisons.	Interested BOD members	10/4/18

Agenda item: 7. AAPSE Travel **Presenter:** Kerry Richards

Discussion: Jolene Hendrix and Frannie Miller are working on a draft guidance document on travel policies.

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	10/29/18

Motion by Jolene Hendrix to adjourn the meeting. Seconded by Darrell Hensley. Motion passed.

Next BOD meeting: October 29, 2018

Future Meeting Dates:

- November 26
- December 17 (Due to holiday break)