

# AAPSE BOD Meeting, 07/18/22, 4:04pm-5:58pm EST, Buffalo NY

Meeting called by Faye Golden, recorded by Sarah Kingsley-Richards

BOD Attendees: Amanda Bachmann, Kim Brown, Brett Bultemeier, Jeff Edwards, Jolene Hendrix, Faye Golden, Mike Helms, Chrissy Kaminski, Sarah Kingsley-Richards, James Kopco, Katie Moore, Kimberly Tate, Sonja Thomas

Ex Officio: Patrick Jones (AAPCO)

Guest: Andrea Alemanni, Gary Bahr, Kaci Buhl, Wayne Buhler, Ed Crow, Sharon Gripp, Sarah Racine, Wendy Sue Wheeler, Dan Wixted

## Agenda and Minutes

1. Call to Order [Faye Golden]
2. Treasurer's Report [Sonja Thomas]

AAPSE Treasurer's Report for May 1- April 30, 2022			
<b>Expenses and Earnings</b>		<b>Account Information</b>	
<b>Dues &amp; Gifts</b>	<b>\$ 24,953.05</b>	<b>Account</b>	<b>Beginning</b> <b>End</b> <b>Net</b>
<b>Dividends</b>			<b>1-May</b> <b>April 30</b>
Checking Account 09	\$ 10.42	Checking Account 09	19,888.04      28,634.89      \$8,746.85
AAPSE Savings Acct 01	\$ 36.16	AAPSE Savings acct 01	36105.66      36,141.82      \$36.16
Gifts Account 03	\$ 8.92	Gift Account 03	1757.98      10,209.63      \$8,451.65
Certificates 22,31 &38	\$ 66.50	Certificate 22	3880.6      3,894.25      \$13.65
AAPSE Meeting Registration	\$ 11,930.00	Certificate 31	10239.11      10,278.22      \$39.11
<b>Total Revenue</b>	<b>\$ 12,052.00</b>	Certificate 38	3724.28      3,738.02      \$13.74
<b>Expenses</b>		<b>TOTALS</b>	<b>\$ 75,595.67</b> <b>92,896.83</b> <b>\$17,301.16</b>
<b>Column1</b>	<b>Column2</b>	NOTE: COD 22, and 38 are for 12 months each, maturing on 01/16/23 and 05/12/23 respectively.      COD 31 is for 13 months and mature date is 01/10/23	
Annual Meeting Expenses 2021	-1622.59	<b>Membership Summary</b>	
Awards Faye Golden Reimbursement	-163.61	<b>Level</b>	<b>Total</b> <b>Active</b> <b>Renewal overdue</b>
Bingo Gift/Mug	-26.11	Associate	14      14      2
AAPSE Board Training Atlanta Expenses	-3868.07	Full	118      114      9
AAPSE Board Training Atlanta Expenses	-1250	Full 2 Year Membership	15      15      1
AAPSE Board Training Atlanta Expenses	-39.88	Full 3 Year Membership	30      30      1
AAPSE Brochure update	-33.65	Life	24      24      0
Christmas Cards EC Board	-27.47	Supporting	6      6      0
Dean Hertzfeld	-944.64	<b>Total</b>	<b>207</b> <b>203</b> <b>13</b>
Domain Name payments	-107.87	<b>Current Balance as of July 15th</b> <b>105,185.71</b>	
BAGMASTERS	-469.57		
DOLLAR GENERAL	-2.18		
ATLANTA CHALLENGE	-1400		
Network Solutions Domain Name	-167.94		
Network Solutions Domain Name	-107.87		
Office Depot Board Training Supplies	-115.86		
PCNametag Annual Meeting Ribbons	-68.79		
Election Runner	-36		
AAPSE Board Training Atlanta Expenses Faye Reimbursement	-742.26		
Faye Reimbursement Awards and shipping	-357.17		
Jane Speaker Fee Denver	-750		
Kroger Gift Card for Ashley MSU	-50		
Marcus Robinson Board Training Speaker	-400		
Speaker Board Training (Mark)	-1250		
Mike Weaver Boxtail Replacement	-36.48		
PO Box Renewal	-188		
Postcards	-138.6		
Presidents Dinner Annual Meeting	-500		
Presidents Dinner Annual Meeting	-962.62		
Presidents State of the Assoc	-2094.4		
Reimbursement for Betsy Danielson	-50.46		
Stamps	-5.5		
Stamps	-11.6		
Washington State Taxes	-10		
Virtual Attendees Boxes	-1194.7		
Virtual Attendees Boxes add on Annual Meeting 2021	-510		
<b>\$ (19,703.89)</b>			

**Discussion:**

- a. \$105185.71 TOTAL BALANCE: \$28634.89 Money Mover, \$36141.82 Organizational Savings, \$10209.63 Gifts, \$3894.25 Certificate22, \$10278.22 Certificate31, \$3738.02 Certificate38.
- b. NOTES: Dues & Gifts total \$35K raised over past year; Account total had a net gain this year; Current Balance approximately \$30K this year above typical; Membership total 207, numbers ebb and flow.
- c. AAPSE can accept gifts. Think about reaching out to members who are part of industry with available sponsorship moneys.
- d. Motion by Brett Bultemeier to accept Treasurer’s Report as presented. Seconded by Katie Moore. Motion passed.

**3. Audit Committee Report [Andrea Alemanni]**

**Discussion:** Audit Committee has reviewed the information provided and found it to be in compliance.

**OLD BUSINESS**

**4. Website Update**

**Discussion:**

- a. Update face of AAPSE per Strategic Plan to attract new members. Working with Slamdot (website) and Omega Digital (integrate membership/listserv access). Very clean and user friendly, potential to be very useful to visitors and membership. Will be making effort to keep content current and easily navigated. Whitney Weaver is the website manager for uploading content (cc Secretary). Past posts and emails will be archived. Member-only governance section will remain behind a password, NOTE: do not create a new account if password forgotten.
- b. AAPSE Flickr account created to house organization photo collection.

**Action Items:**

- Suggestions to add sponsor button, journal article notification subscribe button, job posting board

**Person Responsible:**

Slamdot, Whitney Weaver

**Deadline:**

8/8/22

**5. Life Membership**

**Discussion:**

- a. Bylaws define, open to any member, must have made an outstanding contribution to AAPSE and pesticide safety education, nominees cannot be serving on the AAPSE EC, no additional definitions for nominations to distinguish from Awards Committee and retirement recognition. Historically selected by President. Document created under Kerry Richards to streamline nominations.
- b. Nomination criteria suggestions: number years active member, service on BOD and/or committees, publication in JPSE, unique expertise, use list stated in nomination document.
- c. Other suggestions: frame as investment in keeping members active within the organization, create a New Member award for balance.

**Action Items:**

- Create Lifetime Membership nomination guidance document

**Person Responsible:**

Kimberly Tate, Kaci Buhl

**Deadline:**

08/25/22

**6. Liaison Report**

**Discussion:**

- a. See attached report from NPSEC. No special actions as relates to AAPSE.
- b. All liaison reports must be on official AAPSE form to be accepted.

**7. Newsletter to Pesticide Applicators from AAPSE [Jeff Edwards]**

**Discussion:**

- a. Original idea to get information to pesticide applicators has evolved into information exchange between AAPSE members to communicate more closely.
- b. Communications Committee has also been talking about a newsletter to communicate with AAPSE members. Also interested in developing social media toolboxes as ways to distribute AAPSE information relevant to applicators.
- c. Suggestion to include regulatory updates and tools of the trade.
- d. PERC put together social media kit happy to share templates, ideas. Can adapt to emerging topics content. National Stakeholder Team, National Pesticide Month tweet deck examples.
- e. AAPSE has Facebook and Youtube social media presence.

**Action Items:**

- Explore newsletter

**Person Responsible:**

Communications  
Committee, Jeff  
Edwards

**Deadline:**

08/25/22

**8. Other Old Business**

**Discussion:** Annual Meeting speaker bios and announcements assigned.

**NEW BUSINESS**

**9. Land Grant Universities and AAPSE Collaborations [Andrea Alemanni]**

**Discussion:**

- a. BOD previously discussed proposal for PSEPs to reach out and include 1890 and tribal institutions as much as possible. Evolving discussion initiated as an opportunity to look at AAPSE membership from a different perspective to expand membership.
- b. Presentation: AAPSE strategic plan, map of institutions, existing collaboration within states, how AAPSE can better engage institutions.
- c. Agreement useful to present to general membership with examples. Good information for new members and to encourage thinking.

**Action Items:**

- Present at General Membership Meeting
- Invite 1890 and tribal institution pesticide educators to join AAPSE

**Person Responsible:**

Andrea  
State by state

**Deadline:**

7/21/22  
na

**10. 2023 PACT and AAPSE Annual Meeting [Jolene Hendrix]**

**Discussion:**

- a. AAPSE General Membership Meetings to be held annually. Historically held in conjunction with PACT every other year when PACT funded PSEP and SLA attendees. PACT 2023 proposed date (May) much earlier than when next AAPSE annual meeting would occur. PACT 2023 offering additional study manual development workshop that will extend meeting to four days, limiting available time for appending AAPSE meeting.
- b. AAPSE Southern Region next on rotation for hosting AAPSE Annual Meeting. Tentatively planning for Savannah, Georgia the fourth week of July 2023 "Game On: The Power of Winning Together". Many tour opportunities in the area. Hold in conjunction with new member orientation "C & T Academy" Certification and Training Academy: All things regulation, certification, and training for educators, SLAs, tribal facilitators, and industry professionals.
- c. Suggestion to avoid conflicts with National Association County Agricultural Agents (NACAA) annual meeting held third week of July.

**Action Items:**

- Assess AAPCO national calendar for conflicts
- Post AAPSE Annual Meeting on AAPCO national calendar
- Planning Committee recruitment

**Person Responsible:**

Jolene  
  
Jolene

**Deadline:**

8/25/22  
  
7/20/22

- Plan 2024 AAPSE Annual Meeting in Western Region (Wyoming) the fourth week of July Jeff Edwards 2024
- Continue to participate in PACT planning AAPSE liaison na

## 11. Comments and Announcements

### Discussion:

- PERC looking for people to work on National Core Manual revision. Hiring coordinator and lead technical writer who will run project and bring on additional teams. Powerful opportunity to update standards. Applications due July 25<sup>th</sup>.
- Thank you to Faye for pulling together and coordinating the planning group for the 2022 AAPSE Annual Meeting and setting the stage for strong sponsorships.

12. **Adjournment:** Motion by Kim Brown to adjourn. Seconded by Kaci Buhl. Motion passed.

**Next BOD Meeting:** 8/25/22, 12:00noon-1:00pm CST, Zoom teleconference

**Next BOD Meeting:** 9/22/22, 12:00noon-1:00pm CST, Zoom teleconference

**Next BOD Meeting:** 10/28/22, 12:00noon-1:00pm CST, Zoom teleconference

**Next BOD Meeting:** 11/22/22, 12:00noon-1:00pm CST, Zoom teleconference

**Next BOD Meeting:** 12/15/22, 12:00noon-1:00pm CST, Zoom teleconference

**Next BOD Meeting:** 01/19/23, 12:00noon-1:00pm CST, Zoom teleconference

*Fourth Thursday monthly, 12:00pm CST going forward in 2023. Dates to follow.*



# AAPSE Liaison Report Form

Name: Tanan Haugen-Brown

Email address: [thbrown@umn.edu](mailto:thbrown@umn.edu)

Liaison to: National Pesticide Safety Education Center (NPSEC)

Report date: 6/20/2022

Meeting/Communication date(s): 6/14/22

Meeting/Communication location: via Zoom

Brief summary of key topics or areas discussed as they relate to certification, training, and education:

Brief reports were given on the National Stakeholder Team collaboration, looking ahead to PACT 2023, CTAG, and the Collaboration Teams. Financial reports for the various NPSEC projects were presented and approved. The NPSEC Board will be getting together September 1-2 to do a SWOT Analysis.

Issues AAPSE may need to address:

No special actions needed at this time.