

# AAPSE EC Meeting, 7/29/21, 10:04am-11:06am CST, WebX teleconference

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

EC Attendees: Faye Golden, Jolene Hendrix, Sarah Kingsley-Richards, Sonja Thomas

Guest: Betsy Danielson (immediate past Secretary)

## Agenda and Minutes

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### 1. Call to Order [Faye Golden]

### 2. Annual Meeting Debrief

#### Discussion:

- a. Overall positive responses received from members concerning the 2021 AAPSE Annual Meeting in conjunction with PACT. Some members did express concerns/issues connecting to the Swoogo platform. Virtual meeting attendees enjoyed Boxtail kits. Mike Weaver's JPSE presentation generated ideas, good use of time. Past-Presidents Dinner provided valuable contact with individuals from other organizations (AAPCO, NPMA, and SFIREG). 2021 AAPSE Annual Meeting in conjunction with PACT sponsorships: Rollins 8K, Cook's Pest Control 5K, Arrow Exterminations 1K.

#### Action Items:

- Acknowledge Swoogo issues in email and/or newsletter
- SFIREG Gary Bahr volunteered to contribute articles to JPSE

#### Person Responsible:

Faye  
Mike Weaver

#### Deadline:

8/5/21  
10/1/21

### 3. Treasurer notes

#### Discussion:

- a. Total costs \$4681.92 includes election service and domain name. Purchased stamps, can't keep using university account.

### 4. Next Annual Meeting

#### Discussion:

- a. Betsy checked past minutes. Each discussion of annual meeting was specific to the next meeting. There has been no motion that that we have an annual meeting. Bylaws state that there will be an annual meeting.
- b. Preference for a full meeting with breakouts and tours. Professional Development committee used to organize, no longer an option due to increased programming activity. No budget, dependent on location. Previous meeting costs \$10-15K.

#### Action Items:

- Reach out to reps to survey plans for regional annual meetings, possibility to hold as breakout with national meeting

#### Person Responsible:

Faye

#### Deadline:

8/26/21

### 5. Membership Management

#### Discussion:

- a. Issue of emails bouncing back and outdated contact information.
- b. Some confusion about membership status in combination with annual meeting registration. A lot of new members are not agricultural.
- c. Communication with members focus this year.

#### Action Items:

- Contact regional reps to check email and contact information (Sonja does this once a year already)
- Push to update contact information in email and newsletter
- Contact new members registered from annual meeting for membership information

#### Person Responsible:

Sonja  
Faye  
Sonja

#### Deadline:

na  
10/1/21  
10/1/21

- Add specialty/field information to membership application to better target programming needs Sonja 10/1/21
- Discuss developing welcome packets for new members at next meeting, bring to BOD Membership Committee 10/1/21
- Welcome calls to new members and renewal members Membership Committee, regional reps 10/1/21
- Identify/contact groups missing from membership (AAPCO control officials, tribes)
- Draft letter of introduction for potential members Membership Committee 10/1/21
- Election of new Northeast region rep (replace Sarah) Sharon, Sarah 8/5/21

## 6. Committee Activities & Newsletter

### Discussion:

- Committee descriptions on website not current.
- Preference for quarterly Professional Development webinars. Access to recorded webinars important.
- Social media committee working on proposal for new committee (provide social media packages, website update, newsletter, include paid position for web manager).
- Wild Apricot has templates for newsletters. Sonja set up Jolene and Sarah with admin access.

### Action Items:

- |  | <b>Person Responsible:</b>                | <b>Deadline:</b> |
|--|---|------------------|
| • Check with Committee on Committees to update committee descriptions                    | Faye                                      | 10/1/21          |
| • Explore central AAPSE platform for hosting webinars (vs. individual hosts)             | Faye                                      | 9/23/21          |
| • Program development economics webinar with Don Renchie & JPSE webinar with Mike Weaver | Faye (Professional Development Committee) | 8/26/21          |

## 7. Committee Activities & Newsletter

### Discussion:

- Guidance documents recently updated by Clyde but some need to all be reviewed and updated. Preference for a single document instead of the separate documents currently. Representative guidelines needed. Include web proficiency requirement in position descriptions in bylaws.

### Action Items:

- |                                    | <b>Person Responsible:</b> | <b>Deadline:</b> |
|------------------------------------|----------------------------|------------------|
| • Propose EC/BOD retreat to review | Faye                       | 8/26/21          |
| • Update Guidance Documentation    | Fay                        | 10/1/21          |

## 8. BOD Meeting Scheduling

**Discussion:** 4<sup>th</sup> Thursday of the month 10am CST.

## 9. Adjournment [Faye Golden]

**Discussion:** no motion.

Next EC Meeting: TBD

