June 17, 2022

The executive board of the Virginia Mosquito Control Association held a meeting on June 17, 2022 through GoToMeeting.

Those present were president Wes Robertson, president elect Betsy Hodson, vice president Carla Caulkins, secretary/treasurer Jay Kiser, MAMCA Representative Jeff Hottenstein, and local arrangements committee chair Charles Abadam.

The executive board meeting was called to order at 8:42am.

Carla Caulkins made a motion, seconded by Betsy Hodson, to approve the June 17, 2022 financial report as presented to the board by Jay Kiser. There was no discussion, all in favor and none opposed; motion carried.

Carla Caulkins made a motion, seconded by Betsy Hodson, to approve the minutes from the May 6, 2022 board meeting as presented to the board by Jay Kiser. There was no discussion, all in favor and none opposed; motion carried.

Board member and committee reports

 (Members and committees not mentioned had nothing to report)

Information committee: Wes received an email update from Karen Akaratovic, the committee chair. Summer Skeeter submission due date is July 1, and an estimated publication date of the end of July. Karen would like this extra time to work with the new software. Articles needed for this edition were listed off for each committee and board member. Jay suggested that we get the interim board position filled by this deadline so it can go in the Skeeter. Wes agreed and said he will reach out to Addison to see what is going on.

Website committee: Wes received an email update from Karen Akaratovic, the committee chair. Nothing new, just keeping up with the regular updates. Once the next couple board meetings are scheduled, the dates and times will be added to the website.

Bylaws committee chair Jay Kiser, looked over the bylaws and did not see anything regarding possible actions to take in the case of a board member lacking in participation. Jay’s suggestion would be to speak with the member and either get them to resign or participate more. Board member votes are too important to not have on a consistent basis. Jay also sent out emails to committee chairs and board members encouraging them to update their portions of the VMCA Book of Guidelines.

Education Committee: Jennifer Barritt communicated with Wes that she needs to resign as chair of the education committee. Wes is currently in communication with Katherine Ruett to be the new chair. Katherine is interested but she has a previous engagement during the 2023 ID course. Jay asked Wes to make sure Katherine knows about the Hampton recert class that normally takes place in January and falls under the education committee. If needed, she could get help/advice from Jennifer and/or Lisa which have led the recert in the past. Carla said that she would let Katherine know about the recert class.

Historian committee: Jay shared his thoughts that Tim DuBois might not be chair of this committee for many more years. His new job is steering him away from mosquito control, and he may not have as much time for VMCA. That being said, Tim has a lot of items in his possession for the historical committee. Jay has been thinking that VMCA should get a storage unit for things like this. He may suggest this during new business.

Nomination committee: Wes has not heard any updates from Tim DuBois, committee chair. Wes is still waiting on an official request from Addison Weddle to be an interim board member.

Photography committee: Wes has no update from TJ Carner, committee chair. Wes asked if anyone could send TJ’s contact information. Betsy said she will send.

Public relations committee: Jay said that Ann Herring, committee chair, submitted the Mosquito Control Awareness Week paperwork to the governor’s office before the deadline. She has still not heard back from them. Even though VA might not have an official state awareness week, there is still a national awareness week during the same time.

Special awards committee: Wes has not received an update from Jennifer Barritt, committee chair. Wes said that Jennifer would like to remain chair of this committee.

Student competition committee chair Jay Kiser, Tour de Skeeter is taking place October 15, 2022, The committee would like to start advertising this event soon and open up the registration. In the advertisement, they would like to mention some of the amenities of the event: t-shirts, free food, and a drawing for a $200 amazon gift card. The committee has not worked up a total price to make an official motion, but they want to make sure the board is okay with them advertising these things. The board members were in agreement that these items were okay to advertise.

Tech committee chair Charles Abadam, is still looking into the GoToMeeting Webinar version. He thinks this will be the way to go in the future.

Local arrangements committee chair Charles Abadam, has received information back from 14 hotels and has narrowed it down to 5 of them. He shared information on the 5 hotels using the priorities of preferred dates, free parking, available hospitality room, and a grand total of the event staying between $13,000 and $17,000 (including F&B, rental space, AV, and ++). Only 3 of them have free parking and the board felt that this was needed: DoubleTree, Holiday Inn, and Hilton Oceanfront. Jeff Hottenstein said that the DoubleTree was a bit isolated (not within walking distance of restaurants), Holiday Inn may be a bit outdated, but the Hilton is really nice (VMCA has been there in recent years and likes it). Charles was thinking of stopping by and looking at these three to see how the spaces are. Jay asked how the totals would look if we were to purchase the same amounts of food from all three. Charles said a total F&B of $10,000 to $12,000 would be seen at all of them. Since the total costs seemed the same, the board agreed that the Hilton was the best choice. Jay made a motion, seconded by Betsy Hodson, to have the 2023 Conference on 2/13/2023 - 2/16/2023 at the Hilton Virginia Beach Oceanfront with the stipulations that parking is free and adequate amounts of food can be purchased for under $12,000. There was no discussion, all in favor, none opposed, motion carried. Jay suggested to start looking into hotels for the 2024 conference. Charles would rather wait to see how the 2023 conference goes. He will start locking down a hotel for 2024 in March 2023. Wes agrees with Charles, but recommends looking at costs and available amenities before March.

Curations and preservation committee chair Jay Kiser, is currently talking with potential committee members. He will put an article in the skeeter to notify membership and start setting up the details for the committee itself.

Old Business

* Proposal of early bird registration: Jay sent out an email with the final updated rough draft. Jay made a motion, seconded by Carla Caulkins, to accept the early bird registration proposal that was presented to the board by Jay Kiser on May 24. During discussion, Charles Abadam asked if some jurisdictions had fiscal years starting on January 1. Jay said that portion of the document was mostly for the vendors who had their fiscal years starting on the new year. There was no more discussion, all in favor, none opposed, motion carried.
* VMCA continuing to purchase chickens: Jennifer Barritt emailed Jay and would like to table this discussion until the August or September board meeting.

New Business

* Dates for the next three meetings were set.
	+ July 25 at 9am
	+ August 26 at 9am
	+ September 19 at 9am

Jay Kiser made a motion, seconded by Carla Caulkins, to adjourn the meeting at 10:13am, all in favor, none opposed.

Respectfully Submitted,

Jay Kiser

Secretary/Treasurer VMCA