September 15, 2022

The executive board of the Virginia Mosquito Control Association held a meeting on September 15, 2022 through GoToMeeting.

Those present were past president Tim DuBois, president Wes Robertson, president elect Carla Caulkins, interim vice president Addie Weddle, secretary/treasurer Jay Kiser, and local arrangements committee chair Charles Abadam

The executive board meeting was called to order at 8:32am.

Carla Caulkins made a motion, seconded by Tim DuBois, to approve the August 22, 2022 board meeting minutes and the September 8, 2022 email minutes as presented to the board by Jay Kiser. There was no discussion, all in favor and none opposed; motion carried.

Tim DuBuis made a motion, seconded by Carla Caulkins, to approve the September 15, 2022 financial report as presented to the board by Jay Kiser. In discussion, Jay pointed out the $3.75 “express checkout fees” associated with TdS paypal transactions. He said there was a $0.25 charge to each registration. Jay felt like it was a helpful service because it allowed for easier data collection to go straight into a spreadsheet. This new form and charge is also being proposed with the 2023 membership and conference forms. There was no more discussion, all in favor and none opposed; motion carried.

Board member and committee reports

(Members and committees not mentioned had nothing to report)

Secretary/Treasurer Jay Kiser, told the board that he had lost his wallet and VMCA debit card during the previous week. The card has been canceled with no fraudulent charges. There may be a $5 charge to get another card, but Jay has not seen any evidence of this in the bank statements. A new card is on its way.

Student Competition Committee Jay Kiser, said that the Tour de Skeeter will be taking place on October 15, 2022. He emailed the board a breakdown of the money they expected to make ($2,340) and the max amount of what they would like to spend ($1,500). He was hoping to get a motion made so they can purchase the needed items. Tim DuBois made a motion, seconded by Carla Caulkins, to let the SCC spend up to $1,500 on the items presented to the board for the 2022 Tour de Skeeter. There was no discussion, all in favor and none opposed; motion carried.

Jay also said that colleges and universities in Virginia and its neighboring states have been notified of poster competition. The due date for posters is December 2, 2022.

Bylaws committee chair Jay Kiser, has several amendments to put into the book of guidelines. He is hoping to work on that soon and send it to the board for a vote before the end of the year.

Curiations committee, since Jay stepped down as chair a few weeks past, Wes Robertson took over. Jay said he will give Wes all the larval samples and supplies that were accumulated during the last larval ID course.

Local arrangements committee chair Charles Abadam, the Hilton has not taken their deposit from VMCA yet. Because Jay is receiving a new debit card, the paperwork will need to be redone. Jay said he will talk with Charles and set things up when the new card comes in.

Charles said he is currently looking for new 2024 hotel options.

Tech support chair Charles Abadam, said that the cost of a year subscription to GoToWebinar was basically the same price as GoToMeeting and it included GoToMeeting. He proposed we switch over. We would need to cancel our contract and sign a new one. Jay made the motion, seconded by Tim DuBois, to switch our service from GoToMeeting to GoToWebinar for a similar yearly charge. There was no discussion, all in favor and none opposed; motion carried. Jay said he will talk with Charles and set things up when the new card comes in.

Audit committee, Wes said he has talked with Penny and they will have the committee members set up before the audit takes place after the first of the year.

Historical committee chair Tim DuBois, thanked Carla for all her help.

Nominating committee chair Tim DuBois, said he is still working on nominations. He has talked with some people and still needs to contact some others.

Education committee, Wes Robertson said he received an email from the chair, Kathrine Reutt. She has reserved the Hampton Library for January 18, 2022 for a pesticide applicator’s recertification class at 9am. She is working on the presentation schedule and VDACS approval, but everything seems to be moving along nicely. She would like to be able to spend up to $150 on breakfast items, drinks, and shipping of paperwork. Tim made a motion, seconded by Carla Caulkins, to allow the education committee to spend up to $150 on the needed items/costs for the 2023 Hampton Recert. There was no discussion, all in favor and none opposed; motion carried.

MAMCA, Tim suggested that VMCA advertise the MAMCA annual conference and Florida Fly-in (combo) in Chatham county Georgia January 9-13, 2023. The board suggested that Tim write an article for the Skeeter and give all the details. Since most VMCA members don’t deal with fly-ins, it was suggested for him to explain the event.

Information committee member Jay Kiser, said that the Fall Skeeter deadline for submissions is October 7. Make sure to get your articles turned in.

Old Business

* Larval ID course: A few weeks prior, Jay stepped down from coordinating the 2023 larval ID course. Wes asked if that was still Jay’s feelings and Jay confirmed. If no one else on the board wants to take it over, Wes will reach out to the education committee to see if they would like to coordinate the event. Jay said that he is willing to share any information he has.

New Business

* Pricing for the 2023 conference: Jay Kiser and Charles Abadam worked on and emailed the board a breakdown of pricing and suggested costs for the 2023 annual conference (August 16, 2022 at 2:01pm)(excel provided below). The board liked the suggested costs and had no changes. Tim DuBois made a motion, seconded by Carla Caulkins, to charge the early bird and regular pricing that Jay and Charles proposed to the board via email. There was no discussion, all in favor and none opposed; motion carried. The board thanked them for their work.

| What VMCA will Charge |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | 2022 Prices | | 2023 Early Bird Prices | | 2023 Later Prices | |
| Type | # of people (3 year average) | Price | Total $ | Price | Total $ | Price | Total $ |
| 1day | 11 | $60 | $660 | $70 | $770 | $90 | $990 |
| In-person | 72 | $125 | $9,000 | $135 | $9,720 | $175 | $12,600 |
| Student | 11 | $60 | $660 | $60 | $660 | $65 | $715 |
| Vendor Tables | 9 | $40 | $360 | $150 | $1,350 | $150 | $1,350 |
| Sustaining Membership | 9 | $500 | $4,500 | $500 | $4,500 | $600 | $5,400 |
| Totals | 112 |  | $15,180 |  | $17,000 |  | $21,055 |
|  |  |  |  |  |  |  |  |
| What VMCA will pay |  |  |  |  |  |  |  |
|  | 2023 |  |  |  |  |  |  |
| Awards | $132 |  |  |  |  |  |  |
| Door Prizes | $329 |  |  |  |  |  |  |
| Hospitality Room Food | $378 |  |  |  |  |  |  |
| Speaker Gifts | $337 |  |  |  |  |  |  |
| Supplies | $118 |  |  |  |  |  |  |
| Packet Copies | $63 |  |  |  |  |  |  |
| Paypal Fees | $300 |  |  |  |  |  |  |
| Hotel Final Bill (w/rooms) | $15,151 |  |  |  |  |  |  |
| Total | $16,808 |  |  |  |  |  |  |

* Forms for 2023: Jay Kiser and Karen Akaratovic created and emailed to the board, a rough draft of an 2023 membership online form, online 2023 annual conference online form, and the 2023 sustaining membership online form (email was sent August 16, 2022 at 2:01pm). The prices indicated on the forms are the same as the proposed prices that were just voted on. As discussed earlier with the September 15 board meeting financial report, all of these online forms have a $0.25 transaction fee with them. Wes and Tim felt like that fee is worth it if it makes the process easier. Tim DuBois made a motion, seconded by Carla Caulkins, to approve and use the 2023 forms Jay and Karen presented to the board. There was no discussion, all in favor and none opposed; motion carried. The board thanked them for their work.
* Jay sent an email/communication proposal to the board on August 22, 2022. The email was suggested to be sent to the supervisors of Virginia Jurisdictions and ask them to pledge to a list of VMCA commitments each year: Over the next couple weeks, board members made some changes/suggestions to email. On September 8, 2022 at 11:31, Tim sent the final alterations. The board agreed that was the email to send out (Carla added that the word supervisor should be spelled correctly in the body of the email). Jay said he will send this email out to the MC supervisors of VA jurisdictions.
* Betsy Hodson’s resignation from the board: Betsy sent out her resignation in an email on September 8, 2022. Wes asked if we wanted to fill her position with an interim. He suggested the board think about it and discuss it at the next meeting. Tim said he will ask if there is any interest from the nominations he is gathering. Wes said he will add her resignation to his presidential address in the Skeeter, as well as write up an email that Jay can send out to membership.
* The next board meeting will be November 3, 2022 at 8:30am.

Jay Kiser made a motion, seconded by Tim DuBois, to adjourn the meeting at 9:43am, all in favor, none opposed.

Respectfully Submitted,

Jay Kiser

Secretary/Treasurer VMCA