

MINUTES

Board of Directors Meeting
North Carolina Pest Control Association
3 p.m., Thursday, July 26, 2007
Hilton, Myrtle Beach, SC

Board Members present for the meeting:

Kevin Spillman
Robert Dillingham
Doug Whitley
Brian Windham
Josh Harrison
Burns Blackwell
Scott Canady
Patrick Phillips
Lee Smith
Kristin Dodd
Dana McDuffie
Mitch Taylor
Greg Baumann
Debi Logue

IMI Staff:

Brandi Barnhart

Guests present for the meeting:

Harden Blackwell
Mark Harrison
Don Hamby
Chuck Hazelwood
Billy Tesh
Steve Taylor
Dee Dodd
Jack Roberts
Bill Blalock
Michael Crowe
Brad Filson
Jack Roberts

Absent with regrets:

Glenn Jernigan

CALL TO ORDER

President Kevin Spillman welcomed everyone and called the meeting to order at 3 p.m.

MINUTES OF PREVIOUS MEETING

On page 5 of the minutes it stated that the board approved Chuck Hazelwood's request to increase the Past President's budget from \$1,000 to \$2,500. This was a misstatement. The board considered the request but it was not approved.

On a motion by Greg Baumann and a second by Josh Harrison, the board approved the minutes of the May 30, 2007, meeting with stated amendment.

FINANCIAL REPORT

Treasurer Doug Whitley pointed out that the June end-of-month financial reports were included in the agenda packet.

On a motion by Brian Windham and a second by Debi Logue, the treasurer's report dated July 25, 2007, was approved as presented.

BUDGET

Harden Blackwell raised a concern that the amount of line items on the budget is excessive. Don Hamby offered an example of an instance where money was placed in the budget under badges and ribbons and should have been coded to a different line item entirely. This money would have not been budgeted for properly the following year if all of the line items were not visible.

There was some discussion on the line items and the board concurred that the line items are needed to give clarification when billing and invoicing.

It was decided that when the budget is sent to the general membership not all line items will be detailed.

Steve Taylor inquired about the outstanding PCT invoices and Leadership Retreat sponsorships. Spillman addressed the concern and stated it would be discussed at a later time in the meeting (See Unpaid Invoices).

Spillman stated that on page three of the budget the Administrative Leadership & Goal Setting is listed as should be \$4,200 instead of \$6,700. In addition, on page four the Past President's budget should be \$1,000.

Hamby stated that the lobbyist expense for Glenn Jernigan is going to higher this year because of action that is being taken on behalf of NCPA. Spillman said that overage in this area will most likely not negatively affect the budget.

Past President's Council

Chuck Hazelwood distributed a copy of the Past Presidents' budget in response to a request from the board at the May 30 2007 meeting. After consulting with other members of NCPA and Stevie Hughes from IMI, Hazelwood amended the budget to \$4,000.

The Past Presidents are hosting an hour long reception on Saturday night for all of the Past Presidents of the association and a guest. This reception will serve as a social function and fundraising opportunity. Taylor will be in charge of fundraising for the Education Foundation.

Josh Harrison questioned whether the reception would raise more money than they have budgeted to spend. Taylor promised the reception would raise more money than is spent. The goal for the Past President's Council is to raise \$100,000 in three years. Taylor stated that the council is seeking individual and corporate contributions. He also inquired about conducting a silent auction at the PCT School to raise funds. The council does not want to compete with association so they will not be soliciting funds from vendors that provide sponsorships.

When the Education Foundation was started the initial \$100,000 came from donations. The money for the scholarships is derived from the interest accrued on the account. J. Harrison suggested investing the money from the general fund into this account so that it would raise interest at a faster pace. The association would be able to give the foundation the proceeds from the interest collected. There is a concern that the fund is restricted so money may not be able to be withdrawn from the account on a regular basis once invested.

J. Harrison is concerned about setting a precedent that enables the Past President's allocated amount to rise every year and eventually be excessive. Dana McDuffie stated that the board ultimately has control over what is allowed. Canady stated that the Past Presidents do contribute to the association so allocating these funds is a reasonable request.

Spillman stated that he thinks the council does deserve the money but the board is responsible to the general membership.

On a motion by Dillingham and a second by Kristen Dodd, the Past President's budget, was approved as presented.

Dee Dodd stated that a wealth of knowledge lies with the Past Presidents and 60-70% still serve on committees. The past presidents contribute a lot to the association.

There was discussion about a mentoring process with input from the Past Presidents. They should also be available to participate in the goal setting meeting every year.

Hazelwood stated that the Past Presidents are more than happy to be involved in planning. Windham added that he had the honor of sitting in on his first Past Presidents meeting today and that they are trying to minimize their role in the association.

The nominating committee is asking for input from the membership on nominations for 2008-09.

There was discussion about whether planning functions for the Past President's council should flow through IMI. At the current time the council is handling everything. The board can approve the additional expenses that would be incurred if IMI handled planning a retreat for the council.

PUBLIC RELATIONS

B. Blackwell thinks that the money spent on Public Relations would best be spent with a Public Relations Firm. It is important for the association to be able to track the results of the effort put into the PR campaign. Tesh added that PPMA should be used as a resource for gaining publicity.

B. Blackwell and K. Dodd have been named the chairpersons of the Public Relations committee.

On a motion by B. Blackwell and a second by Debi Logue, \$15,000 was added to the budget for Public Relations.

On a motion by Scott Canady and a second by Windham, the 2007-2008 budget, was approved with amendments stated.

EXECUTIVE DIRECTOR REPORT

Barnhart reported on the association activity.

NEWSLETTER

Below are the production figures for the 2007 editions.

Jan. /Feb. edition (20 pages), 295 copies mailed – Ad Revenue \$647.50, Development & Mailing Expense \$1,138.46= Net Loss (\$490.96)

March/April edition (16 pages), 291 copies mailed – Ad Revenue \$767, Development & Mailing Expense \$1025.82= Net Loss (\$258.82)

May/June edition (16 pages), 291 copies mailed - Ad Revenue \$897, Development & Mailing Expense \$1080 = Net Loss (\$183)

WDIR CLASS

DATE: Wednesday, August 8, 2007

TIME: 8:30 a.m. – 5 p.m.

LOCATION: GREENSBORO, NC, Holiday Inn Airport,
6426 Burnt Poplar Road, 336.668.0421

ROOM RATE: NCPCA Rate: \$78/night

REFRESHMENTS: Light snacks and beverages will be provided. Lunch is on your own.

Members: 1st 3 NCPCA members from same company/branch address - \$199-each ♦
4th participant & beyond - \$90 each

NON Members: \$399 each

UNPAID INVOICES

Barnhart reported on the unpaid invoices list from the 2007 PCT School. Barnhart has collected \$3,035 since the May 30, 2007 meeting. The remaining balance owed is \$5,260, with \$3,000 of that balance owed from a BASF sponsorship. Logue added that the check request was being processed for BASF and should be mailed to the association within the next few weeks. Collection efforts continue to be made with all delinquent accountholders.

OLD BUSINESS

Nothing listed under old business.

NEW BUSINESS

Pestmaster

Mark Harrison announced to the board that he had collaborated with Hughes at IMI to change the verbiage on the exhibitor agreement for the PCT School to prevent solicitation problems in the future. The new verbiage was shared with the board. The board agreed that the clause should be added to the PCT School exhibitor agreement.

Pestmaster has renewed their membership to NCPCA for 2007-2008. They have an associate membership.

Scanners

M. Harrison recommended purchasing scanners for the PCT School rather than renting. There are 12 scanners used at the school each year. The cost for renting the scanner from Kelly Registration Services is \$50 per scanner. The cost to buy one is \$200 per scanner. M. Harrison proposed that the association start purchasing scanners rather than renting. Brandi Barnhart will check with Kelly Registration and see how often the scanners are updated and if an older scanner will be able to accommodate upgraded software.

EDUCATION FOUNDATION

The Education Foundation awarded three scholarships this year for; \$6,000, \$5,000 and \$1,000.

One of the goals of the Education Committee is to increase the number of applications. This year only three applications were received. The education committee will have a presence at the PCT School this year to make members aware that this scholarship is available.

COMMITTEE REPORTS

Spillman asked committee chairs to divert their report to Saturday if possible to save time and to avoid repetition.

Membership Report

Dillingham shared that the current membership total is 161 with 1,524 cardholders represented. Note: as we are currently in the middle of the dues collection process, the 161 shows just paid companies; invoices are not due until later this year. Realistically, we can expect membership to be stable in the 230 range.

Technician of the Year

Kristin Dodd announced the two winners for Technician of the Year. The P Phase winner is Kristina Chamis with Pestex and the W Phase winner is Larry Spears Jr. with Armor Pest Control.

Hall of Fame Nomination

Steve Taylor and Billy Tesh nominated Fred Jordan as a Hall of Fame candidate.

On a motion by J. Harrison and a second by Dana McDuffie, the nomination, was approved.

The nomination will be presented to the general membership and requires a $\frac{3}{4}$ vote for induction.

Spillman thanked Windham for all of his hard work over the past year.

ADJOURNMENT

The meeting adjourned at 4:14 p.m.