



November 15, 2016

The Executive Board of the Virginia Mosquito Control Association held a meeting on November 15, 2016 at the Fairfax County Health Department in Fairfax, Virginia.

Those present were Past President Jay Kiser, President Josh Smith, President Elect Jeff Hottenstein, Vice President George Wojcik, First Vice President LaToya White, Secretary/Treasurer Penny Smelser, Sustaining Member Representative Jeff O'Neill, Timothy DuBois, Brian Ketchum, Andy Lima, and John Orr.

The Executive Board meeting was called to order at 10:38am.

Motion was made by Jay Kiser and seconded by George Wojcik to approve the financial report and minutes for October 2016, all in favor, none opposed.

Officer Reports

Penny Smelser: discussion was held on the role of the VMCA secretary/treasurer during the joint meeting. MAMCA will receive all the registration forms and fees, VMCA sec/treasurer can support and assist with registration during the conference.

Committee Reports

Student Competition: Deadline for submissions is November 15, 2016. Discussion was held on where to hold the silent auction and when the bidding should end. Jeff Hottenstein and Jeff O'Neill both agree having the auction in the vendor room would be beneficial. Bidding can conclude at a break and the winners announced at the end of the day. Jay Kiser asked what kind of award could be presented to the winner of the competition. Certificate? Plaque? Tim will check our supply of plaques for something appropriate.

Hospitality Room: Jay Kiser speaking for Ann Herring, committee is requesting \$650 to cover the costs of the hospitality room for two nights. No vendor sponsorship this year. George Wojcik made a motion, seconded by Penny Smelser, to approve up to \$650 to be spent on the hospitality room for the 2017 annual meeting. All in favor none opposed.

Merchandise: Jay Kiser speaking for Karen Akaratovic, committee proposed several ideas: shirts, kid/baby clothes, hoodies, insulated tumbler, ornaments. Pedro Arias has provided the committee with the designs for the items. Committee is requesting up to \$2200 to purchase merchandise for sale. Actual items and amounts will be finalized at a

later date. Jay Kiser made a motion, seconded by LaToya White, to authorize the merchandise committee to spend up to \$2200 for merchandise for sale. All in favor none opposed.

Vendor Planning: Jeff O'Neill asked about vendor contributions to the ID Course in Spring 2017. Contribution amounts will be set at \$100 to ensure equal sponsorship across all vendors participating.

Unfinished Business

VMCA guidelines and protocols book will be reviewed at a later meeting.

Three candidates have been found for the office of First Vice President, Tim DuBois, David Gaines, and Andy Lima. Nominating Committee will collect bios and photos for each candidate for the ballot.

New Business

Jeff O'Neill requested the contact information for the Morrell Instruments sales representative.

There being no further business, the meeting was adjourned at 12:05 pm.

Respectfully Submitted,

Penelope Smelser
Secretary/Treasurer VMCA