

ABRIDGED MINUTES

from the December 16, 2021

APS Council Virtual Meeting

A. Call to Order (Charkowski)

Meeting was called to order at 11:00 a.m. Central. A quorum was present.

Council present: Amy Charkowski, Ron Walcott, Nik Grunwald, Mark Gleason, Jim Bradeen, Lawrence Datnoff, David Gent, Sydney Everhart, Krishna Subbarao

Council apologies: Courtney Gallup, Ashok Chanda

Staff: Amy Hope, Carol Ericson, Greg Grahek, Kurt Rood, Linda Schmitt, Erik Uner, Megan Boatman

Invited: Tom Hodnefield, David Gadoury

B. FY21 Audit (Hodnefield)

RECEIVED final audited financial statements, audit management letter, tax return, for the 2020 calendar year beginning July 1, 2020 – June 30, 2021. Note the form 990 is a public facing document and will require a board vote of acceptance. Overall, clean audit.

NOTED investments up. New this year was the refundable advance employee retention credit of \$89,503, won't recognize as revenue until it's been confirmed by IRS. Marked as contingent liability now.

RECEIVED the 2020 IRS Form 990. Noted form was reviewed in depth by Financial Advisory Committee (FAC) and reviewed the listing of Council members that were in place on June 30, 2021, to ensure accuracy.

MOTION: to accept the form 990 as recommended by FAC. *Seconded; motion passed. One abstention.*

ACTION: Kurt will send DocuSign to Mark Gleason and Lawrence Datnoff.

RECEIVED November statement. Documents are saved to the Council collaborative site under the [Financial Dashboard](#). Noted financials from annual meeting will be reflected in the December statement.

D. APS Foundation Update (David Gadoury)

Foundation has around \$4 million in assets. Despite pandemic we are doing quite well on attracting donations based on new initiatives such as matching program. The Student Travel Named awards have 17 funds over the \$20K level so these can be given out yearly. Working on the remaining 23 funds to get them fully funded at the \$20K level.

Preview Foundation awareness at Plant Health 2022:

- Will award up to 30 travel awards at \$500 each.
- Looking into various ways to promote Foundation and recognize award winners. (e.g., Badge swag, buttons, signage, t-shirts). Board is brainstorming and will work with staff to have items ready for Plant Health 2022. Also looking into possible private donor event of some sort at Plant Health 2022.

African American, Latino American, and Native American plant pathologists Recruitment Initiative:

- Working on internship awareness to this group.

Steven C. Nelson Early Career Development Award:

- Fund has been around for many years, but no formal award application process was ever developed.
- Opened applications to include graduate and post-doctoral applicants.
- Foundation met this week and are finalizing the call for applications.
- Goal is to offer two awards of \$2000 each twice during a calendar year.

Lafayette Frederick Fund:

- Endowment is doing well. Fund is at about \$50K with an additional \$25K pledge coming from Tim Murray from the HR Brown Foundation. Along with matches from Council and Foundation Board we're about \$18K away from the fully funded goal of \$100K.
 - Foundation Board has already approved to match \$4500 and are asking if Council will do the same with an additional match of \$4500.
 - Would be great to announce at this year's annual meeting that we successfully funded this award in record time even during pandemic times.
- Noted that the Foundation Board will continue to seek donations to this award as well as all Foundation award funds.

ASK: Council to do an additional match of \$4,500 to the APS Foundation's Lafayette Frederick Fund.

MOTION: to approve Council doing an additional contribution in matching in the amount of \$4,500 to the APS Foundation Lafayette Frederick fund. *Seconded; motion passed. Two abstentions.*

E. Member misconduct process (Amy)

RECEIVED code of conduct and process documents. Need a formal policy to deal with these situations when they arise. Documents have been reviewed by attorney.

ACTION: Amy, Ron, and Nik will review and provide overall recommendations to Council at next meeting. In the interim, Council members who have comments/questions should send them directly to Carol Ericson. Will review again at next Council meeting.

F. Public Policy Board Strategic Plan Update (Amy)

- Signal is new advocacy representative.
- Have been meeting with Rick Bennett and Signal group team. They are committing to giving us federal registration information (twice monthly) and will draft letters vs. PPB. They are also giving us some feedback about best time for PPB to visit Washington D.C.
- Overall, staff is thrilled about how they are integrating into our framework and how they are setting APS up to be viewed as thought leaders.
- Will be integrating Signal into our overall refresh of our strategic plan work.
- Signal team is attending PPB calls and will assist in drafting agendas.

NOTED Linda Kinkel has agreed to willing to step in as PPB chair (August 2022 – August 2024) after Rick Bennett's chair term ends in August 2022.

ACTION: add PPB Chair 2022 appointment for Council to approve on next month's agenda. Amy to follow-up with Linda Kinkel for supporting background info to share with Council.

G. Approval of Minutes (All)

MOTION: to approve the November 18, 2021, minutes. *Seconded; motion passed.*

Meeting adjourned at 12:00 p.m. Central.