

MISSOURI ANIMAL CONTROL ASSOCIATION

EXECUTIVE BOARD MEETING MINUTES

January 11, 2024, at 10:00 AM

The meeting was conducted via Zoom and was called to order by President Holly Bowie at 10:03 AM.

BOARD MEMBERS PRESENT

Holly Bowie X Matt Allen X JT Taylor X Christina Elmore X
Steve Norman E Maureen Keedwell X Michael Layton X Jamie Williams X
Sara Spease X Troy Schneider X Alyssa Norsworthy X Beth Gillespie X
Karen Griggs X

BOARD MEMBERS ABSENT

Steve Norman and JT Taylor were not present. Holly Bowie said Steve was out sick and that JT was away teaching but she believed he would be joining the meeting a few minutes late. Jamie Williams made a motion to excuse their absences, which was seconded by Beth Gillespie and unanimously approved. (JT Taylor did join the meeting late, at approximately 10:18 AM)

NON-VOTED COMMITTEE CHAIR ATTENDANCE

Gina Tanner was not present.

MEMBER AND GUEST ATTENDANCE

There were no guests in attendance.

CONSENT AGENDA

Sara Spease made a motion to accept the agenda as presented. The motion was seconded by Alyssa Norsworthy, and unanimously approved.

PREVIOUS MEETING MINUTES APPROVAL

Previous meeting minutes were reviewed. Mike Layton made a motion to accept the minutes as presented. The motion was seconded by Sara Spease and unanimously approved by the Board.

MEMBERSHIP'S COMMENTS

There were no guest members present and no comments made.

EXECUTIVE OFFICER'S REPORTS

President's Report:

President Holly Bowie reported having been busy with frequent meetings with the Midwest Animal Sheltering Conference group on joint conferences again this year. She said most of her comments would be covered in the Vice President's report and under Old Business.

Vice President's Report

Vice President Matt Allen said that since the December Board meeting he, Holly, and Steve had met with MWASC representatives via Zoom on two occasions. He said details of what this year's conference may look like are starting to take shape. Matt said the next Zoom with MWASC is slated for Thursday, January 18th. He said he wanted to assure everyone that they are doing their best to preserve the traditions that MACA members have grown accustomed to at our Conference while exploring ways to network with and understand how Animal Control can work together with rescues and shelters to provide service to our residents and the animals we encounter. He said the vision for 2024 is to have both groups having their conferences concurrently. Matt explained that currently, both groups have decided to keep their registrations separate and fees at what attendees have grown accustomed to. He said Steve is working with Abbie from MWASC, on how each organization will recruit exhibitors and raise funds without stepping on or "poaching" from exhibitors and sponsors that are regulars to each group. He said the current understanding is MACA will have one of the three Paradise pre-function rooms while MWASC holds lectures in two others. He said they envisioned having a buffet line outside the lecture halls while eating at round tables located in some combination of the three lecture halls. Each group will have a head count, and food costs will be divided based on head counts from each group. He said MWASC will have vegan options, but they will also have options of food that we traditionally have. Matt said they envision letting attendees from either conference attend tracts from either group, although the conference may kick off with a keynote speaker that addresses the joint group and lectures following that will be the attendee's choice of tracts or topics. Matt said he intends to build a speaker schedule like normal, so there will be plenty of topics that appeal to Animal Control, as we are accustomed too. He added there has been discussion that we book speakers in 50-minute blocks, so breaks/ meals, etc. happen at same time, and lunches will probably happen at round tables set up in a combination of two of the lecture rooms. He said there would be some questions to discuss in old business, such as the awards banquet, raffles, and a few other things. He said he envisioned going back to having the social/scavenger hunt on Wednesday night and awards banquet on Thursday. He said the next Zoom with MWASC will also include discussing details about how to handle giveaways and raffles. Matt reported that Tracy Powell, one former sales contact with the Oasis is no longer there and the hotel GM Missy Handyside had requested a conference call to be sure things were in order, which they were not. He said promises that were made verbally had never been put into writing and Handyside had to go into crisis management mode to keep the train from derailing. He said by the end of day on 1/4/24 however, she had secured meeting rooms and hotel rooms. He said some logistical questions were raised and he is awaiting answers before deciding if or how to proceed. Matt concluded by saying he has begun reaching out to potential speakers. He said Dan Ettinger had expressed interest, NACA had indicated

they would probably send “Mike” back, and that HSUS had indicated they might be interested in coming. Matt asked the Board to choose between two topics offered by HSUS as they can’t send both instructors. He said the choice was either Here Kitty, Kitty or Compassion Fatigue. After some discussion it was decided to go for Here Kitty, Kitty. Matt also reported on the 2025-2026 venue search. He said that as per the Board’s request he had broadened the search to other venues outside of the Lake of the Ozarks area, as well as to explore options for having a two-year contract with those venues who have already submitted proposals. There was some general discussion on returning to Chateau on the Lake in Branson. Other locations include Stoney Creek Lodge in Columbia, University Plaza in Springfield and The Resort at the Lake of the Ozarks.

Secretary’s Report

JT Taylor said the new Secretary’s laptop had been purchased and he was in the process of setting it up and transferring records and files from the old laptop to the new laptop. He also reported that the last meetings’ minutes had been updated to the website.

Treasurer’s Report:

Treasurer Sara Spease reported that the Main Account had a balance of \$12,274.80, the Certification Account had a balance of \$5,925.37 and there was nothing in the Paypal account. Sara also said she has been working with the CPA on our 2022 taxes. She said the CPA had most of the things needed but has yet to complete them. Sara said she has also sent her the 2023 Tax info and they are working on this year’s taxes. There was a brief discussion on tax filings for non-profits. She said approximately 50 membership payments have been processed as of yesterday. JT Taylor made a motion to accept the Treasurer’s Report as presented. It was seconded by Jamie Williams and unanimously approved.

COMMITTEE CHAIR REPORTS

Awards:

Maureen Keedwell said she was really excited about the having the awards committee. She said she has a couple of ideas for a new ceremony theme, which included a game-show style theme or a western theme, or anything else the Board might suggest. Sara Spease suggested a Marti Gras theme. There was some discussion on whether to keep the Awards Banquet exclusive to MACA or to include the other conference attendees, but nothing was decided. Maureen said the announcement for award nominations is open and has been posted on the MACA website and Facebook pages. She also asked the Board’s thoughts on promoting the nominations somehow outside of MACA. She said no one in her area would know about MACA or that there are awards to make a nomination for. Holly said she emailed her staff and area rescue groups to tell them about the awards and let them know how to nominate someone if they wanted to. Sara Spease suggested making a flyer to mail out to the membership regarding awards nominations. JT Taylor suggested posting an announcement on her agency Facebook page to promote awards nominations. Maureen thanked Gina Tanner and Christina Elmore for their assistance.

Certification:

Christina Elmore reported having picked April 10-11th for the Spring certification program and is currently looking at options in Columbia for holding it. There was some limited discussion on possible locations, with Drury East being the leading candidate. She said the speakers are on board for these dates. She also said she'd been getting emails from people interested in getting certified. Christina said she was preparing to send out the certification renewals for April. She said she had not started the certification chair SOP's yet but will be working on them soon.

Constitution and Bylaws:

JT Taylor said since last year's election, when we had an unprecedented three-way tie, he has been researching Robert's Rule of Order and Parliamentary Procedures for direction on how to break a tie. He said it appears the Board has been operating with a slight misconception on breaking tie votes in that we believed that the President, or in the President's absence the presiding executive officer, would break ties. He said this is essentially correct for motions and other votes brought before the Board that the President has not already voted for. JT said in the case of voting on the election of officers or directors, the President, as a member, does vote and if there is a tie the President cannot vote twice so any ties are broken by re-balloting and re-voting until there is a majority vote. He said in the case of a tie, two-way or more, a new vote must be taken with the only candidates being those candidates in the tie. Voting members cannot vote for anyone other than the tied candidates. He said this process will continue until there is a majority vote is reached. JT recommended an amendment to Article II Section 2 of the Bylaws, which would add *"Votes resulting in a tie shall be broken by re-balloting of the tied candidates and a re-vote. Re-balloting and re-voting shall continue until such time as the tie is broken by a majority vote. The candidate emerging from the tie with the majority vote of those members present and voting shall be duly elected."* He went on to say that under Article VII Section 1 of the Constitution, any three or more active members may propose amendments to the Constitution and Bylaws by submitting the proposed amendment in writing to the President at least sixty (60) days prior to any regular or special meetings of the Executive Board. He submitted the proposal and asked for a second and third member to join in the submission. Jamie Williams and Michael Layton joined JT in making the proposal submission to the President. Following a brief practical procedural discussion JT asked Holly Bowie to place it on the March Board meeting agenda under Old Business for further discussion and the vote.

Legislation:

Sara Spease said she didn't have anything to report. She said she has been very busy with Treasurer duties and the PO Box situation, as well as having a bout with COVID, and simply hasn't had time to look into proposed legislation. She said she had reached out to MAAL but had not heard back yet.

Historian and Photographer:

Jamie Williams said he had nothing to report but did have a few questions on preferences for the 2024 slide show. He asked the Board to think about it and let him know their thoughts.

Membership:

Alyssa Norsworthy reported that she had sent out a total of 98 invoices, which accounted for 243 individuals in December. She said she currently has 90 paid members, 14 lifetime members and 29 are new members. She said she had already started getting checks and renewals. Alyssa said she and Sara had compared their membership lists and at this time the Treasurer's list and the Membership list match.

Nominations:

Michael Layton said he has looked over the conference survey for recommended names of potential candidates for the Board election in October. He said he got 4 names of potential candidates. There was a general discussion on qualifications and Michael said he was going to get with Alyssa Norsworthy to see if these individuals are eligible before reaching out to them.

Scholarships:

Karen Griggs said she had messaged Wendy Combs and that Wendy had forwarded all the paperwork that she had for the scholarship chair. She said she was currently reading what her duties are from the Board Member Handbook and is in the process of obtaining the financial figures to see where we are for scholarships this year. There was a brief discussion on where scholarship funding usually comes from. Matt Allen said we should have the Gabby Evans Memorial Scholarship and Holly Bowie said NACA had already sent their scholarship/sponsorship check. Karen also said she wanted to put together information for a Facebook post to give to Christina Elmore, to see if we can get more people interested in the scholarships earlier.

Merchandise:

Beth Gillespie said she was still working on new product ideas from what various vendors have to offer and she is developing price/cost comparisons between the various vendors to see where we can get the best deals. She again asked that the Board let her know if they had any merchandise ideas.

Exhibitors/Grants:

Steve Norman was not present but submitted a report via email. He reported he had nothing to report on grants. He said NACA was sending a check for \$1000 for chihuahua sponsorship and scholarship.

Social Media:

Christina Elmore said she had made and posted an End-of-the-Year video for 2023. She also said she had already made several posts regarding board and award nominations and was planning others. She said she was trying something a little different this year to try to increase interest by posting animal related quotes or sayings every Friday for the next 5 or 6 weeks. She said, if anyone needed anything posted, to let her know. Christina concluded by saying she thought she was about halfway through preparing her SOPs for Social Media so that whomever replaced her in the future would have an idea of what to do.

Newsletter:

JT Taylor said the 2024 first quarter edition is underway with an anticipated February release date. He said the 2024 advertisement campaign has begun with invoices sent to the current advertisers and emails sent to some potential new advertisers. Sara Spease asked about the number of advertisers there were, saying she only saw where two had paid. JT said he would look into it and get back with her.

Mini-MACA:

Alyssa Norsworthy said Troy was still working on speakers and a date for his class. She said he has a venue lined up. She said she has the East Side Mini scheduled at HSMO in St. Louis on May 13, with a veterinarian teaching the whole day at no cost to MACA. She provided the Board with a list of the topics the veterinarian will be speaking on at the East Side Mini. Alyssa said the veterinarian is willing to do the Mini in Sedalia if Troy needed help, and asked permission to cover the vet's hotel expenses. JT Taylor said MACA traditionally covered hotel expenses for traveling instructors and Holly Bowie to Alyssa the vet's hotel would be covered. Troy Schneider said he was waiting to hear back from the Police Department's training staff on possible topics.

Website:

Gina Tanner was not present.

OLD BUSINESS

PO Box:

Sara Spease said the PO Box in Excelsior Springs had to be renewed in January and the renewal fee was \$100.00. She said if the renewal was not done before January 31, the rate would increase. She said based on past meeting input, she had looked into other areas, closer to her but still accessible to Kansas City area Board members. She shared results from Belton and Red Bridge area post offices and both were \$115.00. There was some general discussion on the pros and cons of PO Box location and Red Bridge was selected as being the more central location to most of the executive officers. JT Taylor made motion to move the PO Box to Red Bridge, which was seconded by Matt Allen and unanimously approved.

MASC Partnership

There was a general discussion on the partnership between MACA and MASC again. Matt Allen said he really felt the other group was driving the discussions and that they were not really taking our concerns seriously. There are issues with a variety of topics such as dates, exhibitor booths and exhibitor fees. Training blocks have also been compromised by MACA to adjust training hours to 50 minutes blocks of instruction. They want us to drop our tuition rates to match theirs, which we cannot do and finance the conference. They finance their conference through exhibitors rather than tuition and they are not willing to increase their tuition. The use of one of the rooms we have under contract is an issue because they have the larger group and will need more rooms. Matt said they would need the CoCo Room for their training tracks, but it would be the room for lunches too. The

Board prepared a list of non-negotiable issues. Maureen Keedwell asked if they would be presenting awards and attending our banquet. The Board agreed that they should pay per head to attend our banquet and if they want to present awards, they should do it in our awards presentation format or after our awards presentation is over. The Board set up negotiable and non-negotiable items for Matt and Holly to use at future meetings with MASC representatives. Non-negotiable topics include dates, MACA exhibitor spaces (10), only MACA members attending the business meeting, tuition fees, an MOU between the organizations, and minutes to be taken at the MACA/MASC meetings. Negotiable topics included combined training tracks, banquet attendance with fee them paying a per person ticket fee, but no joint awards, joint lunches and joint raffles, scavenger hunt participation, and key note speaker(s).

Records Retention Project

Christina Elmore said she had emailed John and Lisa at the Secretary of State's office and they had said they were drafting the records retention language. She said they indicated it would be ready within the month. She said they also said they would try to attend the next Board meeting in Springfield. Christina also said they offered to do a presentation on records retention at the annual conference if we would like.

NEW BUSINESS

There was no new business.

NEXT MEETING SCHEDULE

The next meeting is February 8, 2024 at 10:30 AM at the Oasis Hotel in Springfield.

ADJOURNMENT

Christina Elmore made a motion to adjourn, which was seconded by Beth Gillespie and the motion was unanimously approved. President Holly Bowie adjourned the meeting at approximately 12:15 p.m.

Respectfully submitted,

James A. Taylor

James A. (JT) Taylor
Executive Secretary