

MISSOURI ANIMAL CONTROL ASSOCIATION

EXECUTIVE BOARD MEETING MINUTES

January 18, 2023, at 10:30 AM

The meeting was conducted at the Oasis Hotel in Springfield. The meeting was called to order by President Holly Bowie at 10:40 AM.

BOARD MEMBERS PRESENT

Holly Bowie _X_ Matt Allen _X_ JT Taylor _X_ Christina Elmore _X_
Steve Norman _X_ Sandy Alexander _X_ Michael Layton _X_ Jamie Williams _X_
Sara Spease _E_ Wendy Combs _E_ Kristina Baxter _X_ Alyssa Norsworthy _X_
Beth Gillespie _X_

BOARD MEMBERS ABSENT

Holly Bowie stated that Wendy Combs and Sara Spease had both notified her that they could not attend the meeting due to weather issues and medical issues respectively. JT Taylor made a motion to excuse their absences, which was seconded by Alyssa Norsworthy and unanimously approved.

NON-VOTED COMMITTEE CHAIR ATTENDANCE

Gina Tanner was not present at the meeting.

MEMBER AND GUEST ATTENDANCE

There were no guests in attendance.

CONSENT AGENDA

JT Taylor made a motion to accept the agenda as presented. This was seconded by Stephen Norman and unanimously approved by the Board members present.

PREVIOUS MEETING MINUTES APPROVAL

Previous meeting minutes were reviewed by the Board. Jamie Williams made a motion to accept the meeting minutes as presented. Stephen Norman seconded the motion, and it was unanimously approved.

MEMBERSHIP'S COMMENTS

There were no guest members present and no comments made.

EXECUTIVE OFFICER'S REPORTS

President's Report:

President Holly Bowie said she didn't have much to report. She reminded the Board that she had appointed Michael Layton to the Board to fill the vacancy created by Dan St Lawrence's dismissal from the Board. She added that Michael had been added to the Nomination's Committee Co-Chair position. JT Taylor asked if there had been arrangements to get the Legislation Committee Chair's supplies. There was some minor discussion on who should pick up the stuff and Holly said she'd contact Dan to make arrangements, and copy Jamie Williams on the communications.

Vice President's Report

Vice President Matt Allen reminded everyone that registration for members is \$325 for members and \$350 for non-members. He said hopefully, our cost per person will be somewhere between \$70 and \$90 less than it was for the 2022 annual conference. He said that number is just for food, beverage, and snacks. He said we also paid \$10 per person per night difference plus a little more in taxes for lodging costs. He said a very rough ballpark figure for 3 nights times 60 people times \$10 would be roughly \$1800. He reported that Oasis has a "Meeting Planner Package" that includes a lot of drinks and snacks and lunches, which were purchased separately at Camden on the Lake, and this should save a lot of money. He reported that the banquet price at the Oasis is \$35.00 per plate versus \$41.00 per plate last year at Camden on the Lake, giving us another savings. However, the Oasis no longer offers the breakfast buffet to its guests so there would be a charge per person for breakfasts. There was a general discussion on breakfast options and Matt said he would research further. He also reported the opening registration for conference and a call for speakers should be done by next meeting. There was a general discussion on the tight budget this year due to the damages caused by COVID and having to cancel the annual conference two years ago. A number of cost cutting options were suggested and will be explored. JT Taylor said he'd prepare an article for the next edition of MACA News regarding the budget situation.

Secretary's Report

JT Taylor reported that the website was up to date with previous meeting minutes. He also reported that he has gone through all of the former Historians totes and that the archives have been invaluable to filling in gaps in agenda, minutes and other records. He said he has cleaned up, condensed and organized the annual conference records, photo albums and other displays. There was a minor general discussion on where to store the historian's totes and it was decided that they should be marked as Historian/Photographer's and go to the storage shed.

Treasurer's Report:

Treasurer Kristina Baxter reported a main account balance of \$1,510.50, a certification account balance of \$4,896.31, and a Paypal account balance of \$113.84. Matt Allend made a motion to accept the Treasurer's Report as presented, which was seconded by JT Taylor and unanimously approved.

COMMITTEE CHAIR REPORTS

Awards:

Kristina Baxter and Alyssa Norsworthy said they had nothing to report and there was a report that the website nomination forms system was not working so it is likely there are no awards nominations yet.

Certification:

Christina Elmore reported that arrangements had been made to hold the April 5-6 certification program in St Louis at the Humane Society of Missouri facility. She said they were still looking for hotel options for the attendees. JT Taylor suggested considering using a hotel with a conference room for the program which would be a cost savings in renting the HSMO training room. She also reported that the fall program would be in the KC area Nov 6-7. There was also a general discussion on the number of members of the certification committee. Christina said there were currently 3. JT said the Certification Bylaws call for 5 members, with provisions for additional subject matter experts and an ex officio to be appointed by the President. Kristina Baxter said the duties of the Treasurer including serving as treasurer of the certification committee and JT said historically the Executive Secretary had served as committee secretary although it had not been that way for about 10 years. JT said he would double check the Certification Bylaws to be sure.

Constitution and Bylaws:

JT Taylor reported that there have been no changes to the Constitution and Bylaws and that he'd be sending digital copies of committee records to his co-chair Jamie Williams. He also said he'd be reviewing the certification bylaws sending information to Christina Elmore.

Legislation:

Sara Spease said she has been in contact with Aislinn McCarthy with MAAL but there wasn't anything new to report. There was a general discussion on Humane Day at the Capital, which is April 12. Kristina Baxter and Alyssa Norsworthy said they would attend to assist Sara. JT Taylor said if he was not out of state for training, he would be able to attend as well.

Historian and Photographer:

Jamie Williams reported that he had been working with the Association camera and was looking forward to documenting future MACA events. He said he was a little disappointed with the zooming focus but was otherwise pleased. Stephan Norman examined the camera and made a few adjustments which resulted in improved photos.

Membership:

Sandy Alexander reported having mailed out 190 renewal statements. She said there were issues with website renewals because of Paypal issues. She said there were 6 renewals paid already as of this meeting. There was a discussions on the master membership email list and JT said he was awaiting this springs renewal information to complete the list, and there was a discussion on setting up members application and renewal online in the future.

Nominations:

Matt Allen reported that interest letters had been sent out to the four members who had been recommended for the Board during the conference survey from the 2022 Annual Conference. He said he planned to follow up with them next month. He also said he would reach out to Stephanie Bugbee as she has shown interest in the past.

Scholarships:

Wendy Combs was not in attendance, but Holly reiterated the written committee report Wendy had sent, saying she didn't have anything to report at this time as she hasn't heard of any applications having been made yet.

Merchandise:

Wendy Combs was not present but Holly covered Wendy's written committee report. There was a general discussion on where to keep the merchandise and it was decided that it should be kept in the storage unit. Matt Allen said there had been size and a few slogan requests/suggestions in the post conference survey. There was a general discussion on selling merchandise at the Mini MACAs and certification programs, and Christina Elmore said the certification committee were developing their own line of certification merchandise. It was agreed that merchandise should be sold at the Mini MACAs and a limited selection and volume of merchandise should be set up in a tote for easy Mini MACA use.

RECESS: President Holly Bowie called the meeting into recess for lunch at 12:10 PM and the meeting was reconvened at 12:47 PM.

Exhibitors/Grants:

Steve Norman reported having 3 or 4 tentative exhibitors for the annual conference. He said there were a few turn downs due to already having a full schedule in October. He said Datamars was up in the air at the moment due to them losing the area representative. Christina Elmore said she had just ordered new microchips and had been told Debbie Cummings was the new Missouri representative. Steve also said he had reached out to several companies that provided fundraiser donations, but hadn't heard anything from them yet. Steve also reminded the Board that most grant portals would open in February and he'd begin applying then.

Social Media:

Christina Elmore said she'd begin posting upcoming events soon.

Newsletter:

JT Taylor reported that the first quarter edition is in progress with an anticipated release date in mid-February. He said he was considering a Back When section that covered what the Board was doing in past years, based off of old meeting minutes and MACA News issues from the 1980s and 1990s. Holly said she noticed the MACA-wear ad still showed ordering through the website which was no longer available. He said he would update the ad.

Mini-MACA:

Alyssa Norsworthy said she and Sara Spease had been given an old Mini MACA planning template used years ago to help with the planning. There was a general discussion on when to hold the Mini's. Alyssa Norsworthy said she and Sara were planning a Mini in the Belton area and the St Louis area. She said they were planning one Mini for the April/May timeframe with the other in June/July and were planning to ask JT Taylor and Aislinn McCarty to be presenters.

Website:

Gina Tanner was not present, but Matt Allen said he had received an email from her this morning. He said Gina reported that there were problems with the various forms links to the new website. He said for some unknown reason links to the forms for nominations, awards, etc. were not working. Matt said Gina was working on the problem but it might take some time to get it all worked out, and in the mean time she has linked the old website forms in hopes that members can temporarily make nominations or apply for scholarships, etc.

OLD BUSINESS

Storage Unit:

Holly Bowie said she and Steven Norman had stopped by the storage unit and stored 8 or 9 totes of new give away items recently donated. She said they met with the storage unit operates and there was a discussion on the possibility of us moving into a smaller unit. She said the smaller unit (5x10) would save us \$30.00 a month. There was a count of committee supplies and equipment yet to be taken to storage and it was then decided to keep the present size unit we have.

PO Box:

Kristina Baxter reported that the costs for a small PO Box in North Kansas City is \$212 and an extra small box is \$166. In Excelsior Springs a small box is \$130 and the extra small box is \$92. After a general discussion, JT Taylor made a motion for Kristina to move the PO Box to Excelsior Springs and rent an extra small box. Beth Gillespie seconded the motion and it was unanimously passed.

MWAC:

Holly said she and Matt Allen had been continuing their Zoom meetings with Abbie, with Midwest Animal Sheltering Coalition. She said that since there would be overlapping exhibitors, they would be starting to include Steve Norman in on these meetings. The plan so far is to hold our awards banquet on the first night of the conference and try to hold a joint MACA-MWAC social event on the second night of the conference. Holly said Abbie also believed she might be able to get Best Friends to pay for everything for Friday and that Friday's presentations may also be all Best Friends/MWAC speakers covering topic of mutual interest to both groups of attendees. Matt said he was developing a list of questions to ask Abbie during their next Zoom meeting.

NEW BUSINESS

Code of Conduct:

There was a general discussion about developing a code of conduct or defining appropriate and inappropriate behavior during annual conferences.

NEXT MEETING SCHEDULE

The next meeting is scheduled for February 14 at 10:00 AM via Zoom.

ADJOURNMENT

Matt Allen made a motion to adjourn, which was seconded by Beth Gillespie. The board voted unanimously to adjourn the meeting and it was closed at 2:35 PM.

Respectfully submitted,

James A. Taylor

**James A. (JT) Taylor
Executive Secretary**