

MISSOURI ANIMAL CONTROL ASSOCIATION

EXECUTIVE BOARD MEETING MINUTES

April 19, 2023, at 10:00 AM

The meeting was conducted via Zoom. The meeting was called to order by President Holly Bowie at 10:07 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 E
Sara Spease X Wendy Combs X Kristina Baxter X Alyssa Norsworthy E
Beth Gillespie U

BOARD MEMBERS ABSENT

Holly Bowies said Alyssa Norsworthy and Jamie Williams had both said they were unable to attend this meeting, however she had not heard from Beth Gillespie. JT reported having received a text from Beth that her father had be hospitalized and she had said she'd completely forgotten about the meeting while dealing with her father's situation. There was some discussion about missing meetings and unexpected situations that would pop up and while that might be an excusable absence, contact should have been made letting the President or someone on the Board know the member could not attend. JT Taylor made a motion to excuse Alyssa and Jamie's absence. Sandy Alexander seconded the motion and it was unanimously approved. JT made a motion that Beth's absences be unexcused which was seconded by Sara Spease and unanimously approved.

NON-VOTED COMMITTEE CHAIR ATTENDANCE

Gina Tanner was not present.

MEMBER AND GUEST ATTENDANCE

There were no guests in attendance.

CONSENT AGENDA

There was discussion about a couple of errors on the agenda regarding committee assignments. JT Taylor made a motion to accept the agenda as amended to reflect the corrected committee chairs, which was seconded by Sara Spease and unanimously approved by the Board.

PREVIOUS MEETING MINUTES APPROVAL

Previous meeting minutes were reviewed by the Board. Matt Allen made a motion to accept the meeting minutes as presented. Sara Spease 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 reported having been contacted by MAAL with a request that she reach out to state legislator Tony Luektmeyer regarding SB630 but he had not responded.

Vice President's Report

Vice President Matt Allen reported that for the most part, the Conference Schedule is set and that he'd sent it to the Board in an email. He said he had received a rough draft of the Friday schedule from Tim at Best Friends but was still waiting for it to be a little more concrete before releasing to the Board or membership. He said it looked like Tim had prepared some excellent speakers for Friday's cross-over. He reported that NACA was unable to find anyone to speak on Large Animals and that they had passed along a contact at LETI, however LETI's large animal speaker was on vacation that week and would be unable to come. He said KC Dog Trappers would now fill one hour and NACA is doing Perception and Animal Handling for the other hour previously scheduled as Large Animal. He said hotel reservations have been made for the speakers, a reservation for each award's winner had been scheduled, and he believed there are also reservations for three full scholarships already made. He said he hoped that Holly Bowie, Steve Norman and he would be meeting with a representative from Oasis after our May meeting to hammer out meeting room logistics. He said unfortunately, there has been some turnover with the previous Oasis point of contact, and he hoped to meet with the new point of contact. He said he planned to start setting food and drink selections at the June meeting. Holly asked about the last meeting with Midwest Animal Sheltering and Matt said that exhibitors for both events could share the same exhibitor space and the Best Friends had agreed to sponsor Friday's event, to include the meals, which would be vegan. Holly suggested sending out letters to all conference registrants explaining the cross over and Matt suggested a partial scholarship for conference tuition be offered to Springfield/Green County since conference was being held in Springfield and whomever they sent would not need lodging. Matt said Springfield/Greene County were hosting several Animal Control and Care Academy training programs this summer. JT Taylor said he was scheduled to teach those ACCA programs so he would be in position to speak with Springfield/Green County Animal Control about that partial scholarship and to promote both MACA membership and training, as he always promoted when teaching any training programs in Missouri.

Secretary's Report

JT Taylor reported that the website was up to date with previous meeting minutes. And beyond that had nothing new to report.

Treasurer's Report:

Treasurer Kristina Baxter reported a main account balance of \$3,939.61, a certification account balance of \$3,747.61, and a Paypal account balance of \$0.00. She said all Paypal funds had been transferred to their appropriate account on yesterday. Sandy Alexander made a motion to accept the Treasurer's Report as present, which was seconded by JT Taylor and unanimously approved. JT Taylor also asked permission to destroy the old bank statements which used to be sent out to Board members as part of the Treasurer's report. He said they were all many years old and shouldn't have been kept in the MACA archives. He said they were copies of old Treasurer's Reports and were not the actual Treasurer records, but only copies, so there was no violation of records retention by destroying them. The Board agreed that they should be destroyed. Kristine Baxter resigned as Treasurer. JT Taylor made a motion to accept her resignation which was seconded by Wendy Combs and unanimously approved. Sara Spease resigned her Board seat and Holly Bowie appointed Sara as the new Treasurer with the consent of the Board.

COMMITTEE CHAIR REPORTS

Awards:

Alyssa Norsworthy was not in attendance but had emailed report which stated there were 2 John Rhoades nominations, 2 ACO/HO nominations, 2 veterinarian of the year awards, 2 Paws for Applause nominations, no animal care specialist nominations, and 1 Outstanding Animal Welfare Agency nominations so far. She said these have all been submitted to Gina to post on the website. She asked that Christina make a post on the social media pages seeking animal care specialist award nominees as well as other additional award nominees.

Certification:

Christina Elmore reported that the St Louis certification program had been successful. She said she changed the presentation line up a little bit and it seemed to have worked well. She reported that there were 13 attendees, with 11 passing with scores in the 90 percent range. She said there were two failures and both indicated they'd re-take it soon. She said she'd sent JT Taylor the exam so he could facilitate the re-take for a Camden County ACO. She said the Fall program would be in Platte County Nov 8 and 9. She said the certification committee was planning to provide one scholarship for sure and might provide a second one.

Constitution and Bylaws:

JT Taylor said the review of Certification Bylaws and previous Certification Committee minutes and Board meeting minutes continues.

Legislation:

Sara Spease said Humane Day was April 12th. She said JT Taylor went with her and it had gone very well. She said they had a decent amount of foot traffic, and that JT was able to

get in to talk with some legislators or their staff one-on-one. She said Bill 995 which was involving animals sold at pet stores, was a hot topic along with HB 630, and that JT had been blindsided with SB995 questions but had done well in answering those questions. JT said he hadn't heard of SB995 until that morning and in his first meeting. He said MAAL had provided them with worksheets on various bills and so he got up to speed quickly on 995. JT asked Wendy if she knew how many table covers there were with the merchandise stuff because the legislation table cloth was missing. She said only two. Holly suggested another one be purchased before next year's Humane Day.

Historian and Photographer:

Jamie Williams was not present so no report was given. Holly said JT Taylor was still working on archive records. JT asked if someone could transport the totes to storage after the next meeting in Springfield. Holly said she had a lot of stuff to go as well and so it could be worked out.

Membership:

Sandy Alexander said she was working with Sara Spease of updating the membership list as well as updating new members following the recent ACO Certification program. She also said she'd emailed everyone the most current membership list.

Nominations:

Matt Allen said he had nothing new to report at this time. Co-chair Mike Latham also said he had nothing new to report.

Scholarships:

Wendy Combs said Sara sent her the information she had from last years scholarship committee but as of now she hadn't received any requests for scholarships yet and so hadn't anything else to report.

Merchandise:

Wendy Combs said she had met with Beth Gillespie and that Beth had taken everything to the storage unit. She said they had an inventory and that she would send it out to the Board members.

Exhibitors/Grants:

Steve Norman said he's reached out to Cabela's without success and has applied for 25 different grants with most still saying "pending." He said NACA has paid for their sponsorship, which means they will have a booth, as has Datamars. He said there is nine exhibitors so far, but payment is still pending for the remaining 7.

Social Media:

Christina Elmore said Matt Allen had been posting things and she is going to start posting awards, scholarships and nomination announcements.

Newsletter:

JT Taylor said the second quarter edition is a work in progress and that two ads have been renewed, one new one has been added and there is interested in one other but it has not confirmed yet. He requested an article from the President.

Mini-MACA:

Sara Spease reported there were 11 registered for the Belton Mini and only one registered for the St Louis Mini so far. Allysa was not in attendance but had emailed a report which indicated only 1 registration for the St Louis Mini MACA so far.

Website:

Gina Tanner was not present.

OLD BUSINESS

Pilot Program:

JT Taylor said he was working on an outline, which helps him develop questions. There was some discussion on the logistics and civil liability. JT asked that everyone come up with questions or concerns and send them to him so he can make up a list. Holly suggested providing the questions to Carrie and Jeff Seims and asking them to make a formal proposal.

Raffle:

Steve Norman said he has the tickets and has made arrangements for tickets to be purchased through Paypal on the website or through a QR code. He said flyers have been made up and he hopes to start selling the tickets May 1st. After some discussion it was decided to run the raffle for one month (May) and award the gift card in June.

NEW BUSINESS

Records Retention Program:

Holly said Christina Elmore had received an email from the Secretary of States Office regarding the development of an Animal Control Records Retention Schedule. According to this email, animal control records generally fall under city government, however since not all animal control agencies are under city governments, a new they think a state level program would apply to all agencies. There was a general discussion on animal control records retention. Sandy Alexander provided a list her agency uses and JT Taylor said the list his former agency used sound nearly the same. Holly Bowie said she felt a committee should be formed to look into this and wondered which Board committee most closely had records retention issues. JT Taylor said the Executive Secretary is charged with maintaining all MACA records except the Treasurer's Reports and account information so he and Sara should be on the committee. Some aspects of records retention is covered under Missouri open records law. Some record retention is required by the ACFA and others are required in other areas of state law. Christina Elmore volunteered to serve on the committee as well and Holly appointed JT and Christina to look into the records retention program. JT asked Sandy Alexander to send him the list she had and they could use that as a good base to start from.

NEXT MEETING SCHEDULE

**The next meeting is scheduled for May 17 at 10:30 AM at the Oasis Hotel in Springfield.
The June Zoom meeting is was also set for June 21 at 10:30 AM**

ADJOURNMENT

JT Taylor made a motion to adjourn, which was seconded by Christina Elmore. The board voted unanimously to adjourn the meeting and it was closed at 12:00 PM.

Respectfully submitted,

James A. Taylor

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