

MISSOURI ANIMAL CONTROL ASSOCIATION

EXECUTIVE BOARD MEETING MINUTES

August 16, 2023, at 10:30 AM

The meeting was conducted via Zoom. The meeting was called to order by President Holly Bowie at 10:30 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 X Wendy Combs X Alyssa Norsworthy X Beth Gillespie X

BOARD MEMBERS ABSENT

All members were present.

NON-VOTED COMMITTEE CHAIR ATTENDANCE

Gina Tanner was not present.

MEMBER AND GUEST ATTENDANCE

There were no guests in attendance.

CONSENT AGENDA

President Holly Bowie asked if the agenda should be changed in order to conduct new business before two Board members would have to leave the meeting early. JT Taylor made a motion to suspend the order of the agenda. The motion was seconded by Sandy Alexander, and unanimously approved. Holly asked Sara Spease to present the Treasurer's Report and then the Board would discuss the revocation of a member's certification and membership. (minutes will be listed in their normal order below.)

PREVIOUS MEETING MINUTES APPROVAL

Previous meeting minutes were reviewed. Sara Spease made motion to accept the minutes as presented. The motion was seconded by Sandy Alexander 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 said she has been working with other committee chairs so has nothing new to report.

Vice President's Report

Vice President Matt Allen said registrations are coming in slowly, with 6 Board members and 13 members registered so far. He said the Association would be covering lodging for only five presenters this year and that he had heard back from everyone but Molly. He said budget was looking very good. He said there was zero expenses on speaker transportation. He reported that the Oasis will be donating either a \$50 gift card to Fire and Ice or a Wine Package and there was some general discussion on the extra suite for storing and sorting conference stuff.

Secretary's Report

JT Taylor reported that the last approved meeting minutes were posted on the website and that he had done some research of 2012 era minutes at Sara Spease's request, regarding the credit card machine contracts. He said he had not yet read everything but had so far not found anything definitive.

Treasurer's Report:

Treasurer Sara Spease reported a main account balance of \$9,019.40; a certification account balance of \$3561.45; and a Paypal account balance of \$529.33. She briefed the Board on what she'd found out about the unexplained charges to the main bank account. She said she had traced the withdraws to a couple of companies, all associated with the contractual use of a credit card machine purchased by Christine Portmann (Kalish, now) in 2012. Sara said more than \$13,000.00 have been paid to these contracts. She said former President Rick Smith had also signed the service contract along with Portmann (Kalish). The contract were with three companies: CTS Holdings, Authorize.net/GatewayServers and Evo-services Bankcard Processing. Sara said most of the fees were sent to one company who had produced a contract which stated that they had the right to charge the service fees until the contract was terminated by either of the signa tours (Smith or Portmann) and since neither had cancelled the contract the Association is unlikely to be able to recoup any of the losses. Several Board members have vague memories of a credit card machine being used for one year and JT Taylor said he recalled that it hadn't worked as planned so it was discontinued. There was a general discussion about possible options however there appears at this time there is little that can be done. Sara said some of the information she had requested was refused, with the company saying they could only release the information to one of the individuals on the contract. There was a brief discussion on legal options and Sara noted that there is a class action law suit against the company paid the most fees. Taylor said legal fees could easily be the same as what was lost so a lawsuit might not be the best option and Matt Allen said the class action law suit already going on should be explored. Sara said the contracts have been cancelled at this time. Holly Bowie told Sara to send everything to her and she would try take care of the

contracts. JT Taylor made a motion to accept the Treasurer's Report as submitted. Matt Allen seconded the motion and it was unanimously passed.

COMMITTEE CHAIR REPORTS

Awards:

Alyssa Norsworthy said she sent out all award nominations. There was discussion on nominee eligibility. Two nominees were not eligible, and their names will be withdrawn. Alyssa said she had prepared a Survey Monkey electronic vote which she would send to the Board members after the meeting. She asked that all Board members vote as soon as possible so she could release the results by Friday.

Certification:

Christina Elmore said she had booked hotel reservations for the speakers at the Fall program and there were 11 attendees already registered. She said she had the speakers lined up and was working with the training site host on area restaurants and stuff. She also reported that she has the new laptop up and running.

Constitution and Bylaws:

JT Taylor reported via email that he had nothing new to report and Jamie Williams said he had nothing to add.

Legislation:

Sara Spease said she had met with the Jefferson County group and discussed the correlation between animal abuse and domestic violence and why the cross reporting bill was so important. She said she was scheduled to meet with the Kansas City group to have the same discussion. She also said the coalition was still looking for a place to hold the Safer Together meeting in October, since there were so many problems with the Zoom training meetings being hacked.

Historian and Photographer:

Jamie Williams said he had nothing new to report.

Membership:

Sandy Alexander said she'd sent the most recent membership list to the Board via email. She said there were 151 current members. There was a discussion on how long a person who hasn't renewed stays on the membership list. Sandy also said she had a concern that when a person pays for the conference they have the option to renew their memberships and that she might not gain that membership renewal information.

Nominations:

Matt Allen reported that there were five candidates for four directors seats and that Holly was running for re-election as president. Mike Layton said he had nothing to add.

Scholarships:

Wendy Combs said she had sent out all of the scholarship requests. There was some general discussion on the applicants and a couple of applicants were disqualified. Sara asked questions on transferring money to cover scholarships and there was a discussion on procedures. Wendy asked for the procedures for notifying scholarship winners and there was a discussion on who would be responsible for what. Full scholarships were proposed for Stark, Sims, and Costillo, and a partial scholarship for Taylor. Sandy made a motion to award the proposed scholarships which was seconded by Sara Spease and unanimously approved.

Merchandise:

Beth Gillespie said she has been looking at shirt designs and costs with Josh at Mac's. She said she will get the design ideas to Wendy soon. She said socks are a bit of an issue because they want so much for a small bunch, so she is not seeing that there is any room for profit. Beth added she was looking at lanyards and other small items, as well as ball caps. Once things are together, she will get them ordered. There was a general discussion about increasing the Merchandise budget to \$1200.00, and Beth was directed to come back for approval should she find a really good deal that was over the approved \$1000.00 budget. Wendy Combs said she had nothing else to add.

Exhibitors/Grants:

Steve Norman said he had nothing new to report on grants but was pleased to report the there were two new exhibitors, and that the Department of Agriculture had also purchased \$200.00 in meals tickets for their exhibit workers. He said the exhibitor count was now up to 10 booth spaces. He said there still might be one or two more but nothing is firmed up yet. There was a general discussion on items that have been donated for use as door prizes and raffle drawings. Holly Bowie said she would be purchasing about \$250 to \$300 on capture equipment and related items for door prizes as was done last year.

Social Media:

Christina Elmore reported that scheduled posts continue and that Matt had made several posts. She said there had been several applications for the Members Only Facebook page but only one of them was a MACA member, so only one was admitted.

Newsletter:

JT Taylor said the last approved meeting minutes were up-to-date on the website, He said he had done the research in the minutes for Sara on the credit card machine but had found nothing. He said he had one more folder to search contract related entries but otherwise had nothing new to report.

Mini-MACA:

Alyssa Norsworthy said she emailed Sara to see if she ever received payment for the 2 individuals (St. Louis City and Warrenton).

Website:

Gina Tanner was not present.

OLD BUSINESS

Records Retention

Christina Elmore said she was still trying to coordinate a Zoom meeting but they had many dates blocked out and JT Taylors schedule was so full trying to work out a date was being problematic.

NEW BUSINESS

Certification Revocation:

Wendy Combs briefed the Board on a situation which had occurred with one of her, now former, employees. Wendy reported that Jenal Yapi had been charged with 11 counts of animal abuse, in addition to other misdemeanor charges. She said Yapi had been terminated and has been to court where she pled not guilty. She said she want to bring it to the Board to decide if Yapi's ACO certification should be revoked. The discussion led to a discussion on removing her from the Association. There was some confusion over which action the Board could or should take. JT Taylor said there were provisions in the Constitution and Bylaws for revoking certifications and for revoking membership. He also said the Board had taken action in the past along these lines. Christina Elmore said the certification committee would need to conduct a hearing into the allegations, which JT agreed with and added then the Board would have to vote on the Certification Committee's recommendation. Grounds for revocation was discussed but JT said he felt the Board might be on thin grounds to take action before Yapi was found guilty. He recommended waiting until her membership expires at the end of September. Following further discussion Matt Allen made a motion to let her certification expire, which was seconded by JT Taylor and unanimously passed. If Yapi is found not guilty in court, further action may become necessary.

NEXT MEETING SCHEDULE

The next meeting is scheduled for September 21 at 10:00 AM at the Oasis.

ADJOURNMENT

A motion to adjourn was made by Sandy Alexander, and it was seconded by Wendy Combs. The Board unanimously approved adjournment and Holly Bowie adjourned the meeting at 12:11 p.m.

Respectfully submitted,

James A. Taylor

James A. (JT) Taylor
Executive Secretary