

MISSOURI ANIMAL CONTROL ASSOCIATION

EXECUTIVE BOARD MEETING MINUTES

September 21, 2022, at 10:30 AM

The meeting was conducted via Zoom. The meeting was called to order by President Holly Bowie at 10:35 AM.

BOARD MEMBERS PRESENT

Holly Bowie _X_ Matt Allen _X_ JT Taylor _X_ Casandra Mosholder _X_

Mark Hastings _U_ Dan St Lawrence _U_ Sandy Alexander _X_ Sara Spease _X_

Christina Elmore _X_ Steven Norman _X_ Jamie Williams _X_ Wendy Combs _E_

Kristina Baxter _X_

BOARD MEMBERS ABSENT

Holly Bowie reported that Wendy Combs had submitted a committee report and had stated she was very sick and unsure if she could attend the meeting. Holly further reported having heard nothing from either Mark Hastings or Dan St Lawrence. Matt Allen made a motion to excuse Wendy Combs's absence, and to not excuse the absences of Mark and Dan. Jamie Williams seconded the motion which was approved unanimously.

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

Two amendments to the agenda were proposed: a correction to the date and the addition of the Midwest Animal Sheltering Conference to Old Business. JT Taylor made a motion to accept the agenda as amended. Sandy Alexander seconded the motion, and it was unanimously approved.

PREVIOUS MEETING MINUTES APPROVAL

Previous meeting minutes were reviewed by the Board. Sandy Alexander made a motion to accept the meeting minutes as presented. Steve 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 had primarily been working with the Vice President on Annual Conference preparations. She said she was pleased with how things were progressing so far and said she had questions for various committee chairs but would wait until their committee reports to ask. She also stated she'd been preparing to attend the Midwest Animal Sheltering Conference in Columbia, along with JT Taylor, as exhibitors.

Vice President's Report

Vice President Matt Allen that there has been a lot going on regarding the Annual Conference and reminded the Board that this was the last Board Meeting, before the one at 1:00 pm on the Tuesday of Conference week. He said we have approximately 47 people registered, including Board members, scholarships winners, and general attendees. He said he had gone to St. Joseph last week to meet with Holly about some specifics, as well as to pick up some items going to conference. He said he planned on ordering the same snacks as last year but had cut out lemonade and soda in efforts to save a little money. He reported that it appears the Conference is going create about a \$6000 loss this year. He said that while this is not great, it is not surprising. There was some general discussion on why the loss was expected and how to possibly address it in the future. He thanked Holly and her staff for all their work on Conference materials. He said the meal tickets and bingo are designed and waiting to be printed. He asked how speaker gifts were coming along, and Sara Spease said she was working on them. He asked if any Board members have items for giveaways/raffle drawings. Christina Elmore said she had acquired a few more prizes to giveaway, such as XL wire crates and 1 or 2 mini fridges, and a carpet shampooer for raffle items if the Board wanted to use them. He asked that everyone please be sure they are at Camden on the Lake Tuesday afternoon for setup. He reported he is still waiting on class descriptions from a couple speakers and said Board member duty assignments would be assigned during the Board meeting the day before the Conference, as well as going over the expectations and procedures for those duties. He said he was scheduled to talk to Clint with Camden on the Lake to work out menus, etc. later in the week. He also recommended moving the social night start time back to 6:30 p.m. in order for folks to have a little more time for dinner. He said he was considering a \$15.00 per person for an open bar for one hour option for the social night. Sandy Alexander asked if that would apply for the non-alcohol drinkers and Matt said he'd check on it. Matt also said the Molly, with DHSS, will

be presenting and has agreed to make some changes to the presentation to address the topics requested.

Secretary's Report

JT Taylor reported that the July meeting minutes had been posted to the website. He said the July business meeting has been posted to the MACA website. Review of and preparations for the inclusion of the 2021 Annual Business Meeting minutes are in progress and would be sent to Holly and Matt within the week.

Treasurer's Report:

Treasurer Casandra Mosholder reported a main account balance of \$22,837.80, a certification account balance of \$3134.14, and a Paypal account balance of \$0. JT Taylor made a motion to accept the Treasurer's Report as presented, which was seconded by Jamie Williams and unanimously approved.

COMMITTEE CHAIR REPORTS

Awards:

Jamie Williams said he had spoken with all of the award's recipients and all but one will be in attendance. He said Kathy Zipp, the Paws for Applause recipients has a terminally sick pet and it is unlikely she can leave it. He said if conditions change, she will let him know. He said JT has been helping him with a script for the awards ceremony, and thanked JT for his assistance. Holly and Matt have also been working on a script for the awards ceremony and there was a general discussion on combining the scripts. He said the format would be an academy awards-style event as it was last year, which lends itself well for combining the scripts. There was a discussion about having the nominators submit a brief video clip on their nominee for use in the awards presentation. JT said he would do one for his nominees Christine Kalish and Cheri Hill-Heaps, as well as contacting Katie Daughtery for a clip on her nominee. Casandy said she could get something together for Christine Kalish as well. Holly will make arrangements for videos for Kathy Zipp and Jamie Williams said he would get some sent in from the people who nominated him. He also thanked Casandy Mosholder for picking up the awards and said she will be bringing them down to the conference.

Certification:

Christina Elmore reported that the fall certification program information has been posted to the website and on Facebook. She said the flyers are printed up and being sent out. She said that as of today one person has pre-registered and she has verbal interest from a number of other individuals. She said October renewal notices have been sent out.

Constitution and Bylaws:

JT Taylor reported that there have been no changes to the Constitution and Bylaws. A review of both is underway before they are submitted to the Vice President for inclusion in the Annual Conference program. He said this should be also completed within the week.

Legislation:

Dan St Lawrence was not in attendance and did not submit a committee report. Holly said she has questions on a number of legislative issues and plans to contact Dan with the questions, specifically questions regarding status of the mandatory reporting of neglect and abuse, and domestic violence. There was some general discussion on things some attending Board members had heard, but no one had anything definitive.

Historian and Photographer:

Mark Hastings was not present and had not submitted a committee report. Holly said she had questions about things like if he used an association camera or his personal camera and how much stuff he had to turn over to the new historian and photographer when his term is up in October. Since no one present had any idea, she said she'd email him her questions directly.

Membership:

Sandy Alexander said she'd sent out the most current membership list and asked everyone to review it and let her know if there were any changes that needed to be made. There was a general discussion on the status of couple of people who turned out to be current. There was also some general regarding the on-site conference registration sign in including both a personal and work email.

Nominations:

Dan St Lawrence was not present and had submitted no committee report. Holly said she was going to request information from him regarding the ballots and voting during the Annual Business meeting. Matt Allen reiterated his plans to run for re-election. Christina Elmore reiterated her plans to run for re-election. Kristina Baxter is interested in being appointed the new Treasurer when Casandy resigns and if so, she will not be running for re-election. Holly said Mark Hastings, who was not in attendance, has previously stated he would not be seeking re-election. JT Taylor reminded everyone that there were also two other nominees: Katie Daugherty and Beth Gillespie.

Scholarships:

Sara Spease said she had sent out notifications to scholarship recipients on 08/23/22. She said she has heard back from most recipients, except Kayce Fish (New Nodaway Humane Society) and Chrissy Blundell (NKC PD Animal Control). Sara said she assumed that Matt and Wendy will be sure they make it to the conference. Matt said he was pretty sure both would be attending.

Merchandise:

Wendy Combs was unable to attend but had submitted a committee report, which Holly reviewed for the Board. She said Mike Striplin @Lasting ink impressions is doing the shirts for us. She said there are 3 designs ranging from Small to 4XL with 4 of each size and design. She said he is also making a couple of Large to 3XL MACA hoodies. She said she and Holly discussed a couple merchandise items, such as a soft lunch box and bag clips. She said Rapid Elite is getting her prices. She said she was trying to stay within the \$1500 merchandise budget. She added there are items left from last year also, to include a few

shirts, duffle bags, coins, cups, and tumblers. Holly requested the merchandise booth be manned by Wendy, Casandy and Kristina this year and that sales be tracked through receipts and “tally marks” so sizes and merchandise types can be recorded. There was a general discussion on investing in a Square app to make digital sales easier in the future.

Exhibitors:

Steve Norman reported that he had received another chihuahua sponsorship and is waiting to hear from Bass Pro on the possibility of sponsorship. He said there are currently 8 exhibitors, with possibly 3 more that he had been waiting to hear yes or no from but all three had just responded that they could not attend. JT said that he and Holly could speak to exhibitors at the Midwest Animal Sheltering Conference this weekend and maybe pick up some new exhibitors.

Grants:

Steve Norman said he had obtained one new sponsorship for a Chihuahua level sponsorship, and said most places he had applied for had responded that MACA did not qualify for their grants and that many of the local donors are not donating at all this year.

Social Media:

Christina Elmore reported that she didn’t have a lot to report since she had been gone for a couple of weeks since the last meeting. She said she has made a post about the upcoming certification class in November.

Newsletter:

JT Taylor reported that the third quarter edition has been posted to the website. The fourth quarter edition is in current development with plans to include articles on the Executive board elections, the MACA awards ceremony, lots of pictures of the annual conference, the fall Certification program and the usual staple articles on officer safety, legal studies, and shelter operations.

Mini-MACA:

Christina Elmore said she didn’t have much to report. The Sikeston mini had gone well but only 5 people had attended.

Website:

Gina Tanner was not present, so no report was given.

OLD BUSINESS

Midwest Animal Sheltering Conference:

Holly and JT reported being ready to be exhibitors at the conference. Holly said she had prepared brochures for the Annual Conference and the November Certification Program. She also said she had some give-away items and had the logoed table shirting. JT said he had developed a brochure about MACA and what it can offer its members and had printed 75 copies. He also said he would be prepared to have some signs and display stuff should it be needed.

NEW BUSINESS

Front Door Round Up Program:

Holly Bowie reported that she had been notified that MACA was eligible for Wal-Mart's Front Door Round Up Program which called for customers checking out with the purchases to round up to the next whole dollar with the round up balance being donated to a charitable organization. She said MACA was eligible from its earlier Wal-Mart support so she had signed the association up for the program. She said she didn't know when it would be MACA's turn for the donations but that it when it happened, it would be sent to the MACA accounts.

Treasurer:

Holly Bowie announced that Casandy Mosholder had informed her that Casandy would have to resign her position as the Association Treasurer right after the Annual Conference. Casandy said she had accepted a new position with another agency and not be able to fulfil her duties. She said she was saddened by having to leave but it was unavoidable. Holly said she had spoke with Kristina Baxter about becoming the new Treasurer and Kristina was considering it. Holly said there would be no changes until after the Annual Conference next month.

Scavenger Hunt:

Holly Bowie said the conference social night- scavenger hunt teams would be led by Board members and asked them to use their cellphone cameras to take photos along with way. Afterward, she asked that they email the photos to her or Matt Allen so they could be used in the PowerPoint show. JT said if they would bring their cellphones to him, he could transfer the photos straight onto the Association laptop, making it easier to process than processing from an email. Everyone agreed.

PO Box:

Casandy Mosholder reported that the PO Box contract in St Peters will expire next month. There was a general discussion on moving the PO Box to a new location as there would not be any Board members in the immediate area to check it regularly. It was eventually decided to renew the contract for 6 months, giving the Board time to find a new location.

Certificate of Participations and Registration at Annual Conference:

Holly asked if the Board preferred printing certificates of participation or emailing the certificate to all participants. JT suggested that all participants had to provide a work and personal email address so the certificate could be emailed, but also so the membership committee would have good email addresses for the members.

Bingo:

Holly reminded everyone that we would need stamps for the Bingo cards and reminded the Board that the Bingo winner would receive the free stay at the resort was donating again this year. There was some general discussion on stamp options for the Bingo cards and arranges were made to get stamps for the conference.

Raffle/Door Prize Presenter:

Holly said the Melody Bridges had done a really good job getting the door prizes done through last year's conference. She asked Kristina Baxter to take on this presentation this year and Kristine agreed. Several other Board members volunteered to assist her as needed.

NEXT MEETING SCHEDULE

The next meeting is scheduled for Tuesday, October 11 at 1:00 PM in the Toad Cove Room at the Camden on the Lake Resort.

ADJOURNMENT

JT Taylor made a motion to adjourn, which was seconded by Kristina Baxter. The board voted unanimously to adjourn the meeting and it was closed at 1:36 PM.

Respectfully submitted,

James A. Taylor

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