

MISSOURI ANIMAL CONTROL ASSOCIATION

EXECUTIVE BOARD MEETING MINUTES

December 1, 2021, at 10:00 AM

The meeting was conducted live at Springfield Brewery in Springfield, MO, with one Board member attending via Zoom. The meeting was called to order by President Holly Bowie at 10:17 AM.

BOARD MEMBERS PRESENT

Holly Bowie Matt Allen Melody Bridges (Ex-Officio) Mark Hastings
Christine Kalish Beth Gillespie JT Taylor Christina Elmore
Steve Norman Sandy Alexander Dan St. Lawrence Jamie Williams
Cassandra Mosholder Nycole Griffin

BOARD MEMBERS ABSENT

Holly Bowie stated that Nycole Griffin had notified her that she might have to miss the meeting due to a doctor's appointment and that she hoped to join via Zoom afterward. Matt Allen made a motion to excuse Nycole Griffin's absence, and it was seconded by Christina Elmore. The motion was passed unanimously.

NON-VOTED COMMITTEE CHAIR ATTENDANCE

Gina Tanner was not present at the meeting.

MEMBER AND GUEST ATTENDANCE

There were no members or guests in attendance.

CONSENT AGENDA

JT made a motion to accept the agenda, which was seconded by Steve and unanimously approved.

PREVIOUS MEETING MINUTES APPROVAL

Matt Allen made a motion to accept the 10/12/21 meeting minutes as presented, which was seconded by Sandy Alexander and unanimously approved.

Matt Allen made a motion to accept the 10/14/21 special meeting minutes as presented, which was seconded by Christina Kalish and unanimously approved.

Christine Elmore made a motion to accept the 10/14/21 Annual Business meeting minutes as presented, which was seconded by Beth Gillespie and unanimously approved.

Christine Kalish made a motion to accept the 10/15/21 Special meeting minutes as presented, which was seconded by Dan St Lawrence and was unanimously approved.

MEMBERSHIP'S COMMENTS

There were no guests present so no comments were made by any members.

EXECUTIVE OFFICER'S REPORTS

President's Report

President Holly Bowie said she had been working closely with Matt Allen on the Conference budget and on the new committee assignments, which would be discussed further during New Business.

Vice President's Report

Vice President Matt Allen began his report by saying the 2021 Conference wrap-up will be covered in Old Business and that he is looking forward to 2022 Conference. He said he has received the updated Contract for Camden on the Lake for the October 11-14, 2022, conference and it is very similar to 2021, with a couple of additions. He said we were able to secure 60 Rooms for Tuesday-Thursday nights, as we requested 10 more room than requested for the 2021. He said additionally it included adding a pool-deck reception for Wednesday night, with a back-up indoor location in case the weather is bad and moving the exhibitors and meals to the Lakeside Room. He said the banquet room remains listed in same room as 2021 for now, due to concerns about acoustics. He said fees for the 2022 Annual and location for the 2023 would be discussed in New Business. Matt said he'd compiled conference survey results which will be discussed in Old Business. Conference budget will also be discussed in Old Business but appears to have ended up very well. He said we are still trying to track down sponsorship payment confirmation from Shoreline and confirm receipt of payment from Petlink/Datamars for the Gabby Evans Scholarship. Matt said we also need to finalize the amount spent on extras at awards banquet and amount spent on Speaker Gifts. He said MACA has sent a check for \$11,301.46 for the final invoice from Camden on the Lake.

Secretary's Report

JT Taylor reported that work continued on preparing MACA records into digital format. He also said that as he comes across digital records and files for the various committees, he would be emailing those records and files to the new committee chairs.

Treasurer's Report

Treasurer Casandra Mosholder and Ex Officio Treasurer Melody Bridges reported the MACA Main account had a balance of \$27,615.14, with many outstanding conference checks still out. Once those checks are processed the Main Account should have a balance of \$14,139.18. The Certification Committee Account has a current balance of \$2,870.29. Melody stated the association's CPA has returned the 2020 tax documents and they are filed. She also stated the PO Box has been renewed, and she is in the middle of renewing MACA's license with the Secretary of State and that it should be completed this week. Casandra will be taking all of the Treasurer's documents and records after the meeting today and they will be setting up a time to go to the bank to transfer the names on the accounts from Melody to Casandra. There was some discussion on why the account balances were lower than in previous years, and further discussion on the conference payments which were still outstanding. Holly Bowie said the Gabby Evans Scholarship

payment had been confirmed. JT Taylor said he had emailed Shoreline regarding their payment and was awaiting a response. Matt Allen made a motion to accept the Treasurer's Report as presented, which was seconded by Dan St Lawrence and unanimously approved.

President Holly Bowie was called away from the meeting by a phone call, and Vice President Matt Allen called a recess while she handled the work call at 10:22 AM.

President Bowie returned to the meeting and reconvened the meeting at 10:30 AM.

COMMITTEE CHAIR REPORTS

Awards:

Steve Norman said he was pleased with the awards program for this year's conference but had nothing new to report. Christine thanked the Board for the surprise recognition she had received at the Awards Banquet. Holly said she thought the program had gone very well.

Certification:

Christine Kalish said they had a successful fall certification training in O'Fallon, with 18 in attendance. She said the facility was awesome. She said she would be holding a retest on December 7th at 1300 hours for a few people who needed to re-test and one person who didn't get to take the exam. She said they chose Joplin as the location for the spring certification program with a date not yet determined. She reported that unfortunately, Carmen Skelly has resigned from the certification board, saying they will sure miss her expertise. She said she had all the certification supplies and records with her for the new Certification Chair, except for 3 files for the retesting. She said once she has had a chance to grade them, she will turn in those files as well. She said the Certification Committee had voted to increase the Certification Program tuition to \$175.00 which would include their two-year certification dues and one-year MACA membership. She again thanked the Board for allowing her to serve for these last 9 years as Certification Chair and said she looked forward to staying on the committee in the future.

Constitution and Bylaws:

JT Taylor stated he was working on the revisions to the MACA Certification Bylaws. He said after speaking with Christine Kalish and researching old records, they had concluded that the commonly used phrase Certification Constitution and Bylaws is a mistake as there is no certification constitution, just bylaws on how the committee will function. He stated that the way the Bylaws are written is not in the same format as the Association's Constitution and Bylaws, and that he and Christine agreed that they should be in the same format. There are a few minor changes in the language, which has been approved by the Certification Committee during their November meeting, so he is currently working on re-writing the Certification Bylaws. He said once prepared, he would send them to Christine for a signature as she was the chairperson when the revisions were approved.

SOP:

Jamie Williams said he had nothing to report.

Legislation:

Dan St Lawrence said that today was the date for pre-filing Bills with the state legislature. He said he had spoken with MAAL and received information on two other Bills they will be working on for the 2022 legislative session: animal sexual abuse penalty increases and animal research accountability.

Positions:

Holly Bowie said she had nothing to report.

Historian and Photographer:

Mark Hastings said he had nothing to report.

Membership:

Sandy Alexander said she was getting ready to send out membership invoices. She asked that anyone with membership information like phone numbers or email addresses, send the information to her. There was a general discussion on the pros and cons of developing a master membership list. It was concluded that with personnel leaving the career field or changing agencies it was difficult to maintain a master list with addresses, phone numbers and email addresses. She clarified a question on renewals, saying she sent out renewal invoices once a year, even though some people don't expire until the fall, all invoicing is done in the winter.

Nominations:

Cassandra Mosholder said she didn't have too much to report. Matt Allen said they had received a Board member interest form from Wendy Combs at the end of the Annual Conference. Holly said she had spoken with Wendy, and she will be on next year's Board Slate if Wendy still wants to be a candidate at that time. JT Taylor brought up Josh Gibson and Josh's supervisor's interest in attending a board meeting before Josh could be a candidate. Holly directed JT to add this to the minutes so that Josh could be contacted to attend the next meeting via Zoom.

Scholarships:

Mark Hastings said he had nothing to report.

Merchandise:

Beth Gillespie said she had spent \$1,000.00 on merchandise for the conference, and we generated \$1409.00 in merchandise revenues. She said there was an issue with an alleged online purchase of a hoodie, but she was working on it. There was a general discussion on updates to the website that Gina would need to make and Holly said she hadn't heard anything new on building the new website so she'd need to talk to Gina about that. Beth also said that most of the shirts had been picked up from the printers and taken to the Conference, but there may be some additional shirts that had been purchased but not delivered yet. She said she recently had gotten a message from the printer to call him but she wasn't sure if that was what it was about as she hadn't spoken with him yet. Beth also told the Board that she was no longer working for the City of Gladstone and was currently seeking another animal control or animal welfare related position in the Kansas City Metro area. There was some general discussion on when or if she needed to resign from the Board or not. JT Taylor said that in accordance with the Constitution and Bylaws, all board members must be actively working or volunteering in animal care or control to be on the Board, but it was up to the President to determine when she would have to resign. He said historically the precedent had been set both ways, with one President allowing a Board member to remain on the Board between

leaving one animal control position and starting at another agency, while another President had called for the immediate resignation of a Board member who was similarly between leaving one agency and starting at another agency. President Holly Bowie said she would give Beth some time to get started at a new position as the hiring process could take a few months, especially with the holiday seasons coming up. She directed Beth to keep her posted on her progress and wished her luck in finding a new position.

Exhibitors:

JT Taylor said he had sent out Thank You letters/emails to the 2021 Conference exhibitors and supporters. He said he had enjoyed serving as the Exhibitor Chair for the past several years but could no longer continue in that position. He said he would notify his primary contacts of who the new Exhibitor Chair would be once that person was assigned. He said he had given Steve Norman a flashdrive of all of the Exhibitor Committee information he had. He said there were paper copies of things from year's past that he didn't think Steven would need, so he planned to make a packet of these for the Historian and destroy the rest. He said he had received numerous compliments on the exhibitors in attendance this year and had received a few complaints about them being in the training room where people talking with them created difficulties for the attendees in hearing the presentations. There was a general discussion on how to address this in future conferences.

Grants:

Holly Bowie and Steve Norman said they had little to report. Steve said some places said we would need to wait until after the first of the year to apply for 2022 grants.

Social Media:

Christina Elmore said the Facebook pages were up to date and that she was posting photos from the conference.

Newsletter:

Matt Allen said he planned to have the Fourth Quarter Newsletter out before the end of the year. Planned topics will include election results, committee Assignments, 2021 Conference Wrap-up, and upcoming training opportunities. He also hoped to include any information about what the MACA 2022 Calendar looks like, such as openings and deadlines for scholarship and awards, conference/ training registration dates, and the locations of Certifications and mini-MACAs, if known. He said that JT Taylor had offered to take over the Fourth Quarter edition as he would be the new chair and that he had agreed. JT said he planned to include everything that Matt had planned to include as well as some other things. He said that once the Association had the MACA News Magazine but had discontinued the 18-to-24-page magazine and gone back to a newsletter due to costs. He said now that there were no printing costs involved, he planned to go back to that format. This will include specific sections, such as officer safety, courtroom presentation, field services and shelter operations as standard subjects for each edition. He said there would be "news" from around the state or that impacted the state and its members, such as mass animal impounds or animal cruelty case results. He thanked Christine for already sending information on the HSMO/Dept of Ag case from October.

Website:

Gina Tanner was not present, and no one had an update on the new website status.

OLD BUSINESS

Conference Budget:

Matt Allen said we have received the Gabby Evans Scholarship but we are still unsure about Shoreline's sponsorship. JT said he was still waiting for Molly's response. Matt said the projected location expenses had been \$20,525.00 and had been \$21,776.21; while projected revenues had been \$19,750.00 and were actually, as of now, \$21,209.50. He said that as of now the Association had gone a total of a \$574.00 over budget with some transactions still pending. Holly Bowie said there had also been a couple of unexpected budget issues which had to be dealt with, such as an additional room for a speaker for two nights, which had not previously been requested and the resort saying they'd counted heads at meals and had been preparing meals for 60 people when we had only budgeted for 50 people. She also added that revenues for merchandise and the door prize drawings had been up, fortunately, which helped considerably.

Conference Survey Results:

Matt Allen said the conference survey showed the most important thing to those who responded was room comfort, followed by food second and amenities last. He said Lake of the Ozarks received the highest number of location requests, followed by Branson, then a few other cities received one or only a few votes. He said requested topics included dog training, anything animal control related, recruiting ACOs, chemical capture, TNR, rabies, and feline diseases, dealing with aggressive animals and people, officer safety, and a variety of other topics. Speaker recommendations included Kevin Hearst, Julia Kelley, Dan Ettinger, Mark Kumpf, Mike Shikashio, and Bob Baker. Exhibitor recommendations included traveling spay/neuter clinics, ACO equipment companies, mavron and deerskin, tomahawk, GALS, Best Friends, etc.

President Holly Bowie called for a recess of the meeting to eat lunch from 11:40 AM until 12:18 PM

Conference Registration Fees for 2022/One Day Registration and Registration Deadlines:

Following lunch break, Matt Allen began the discussion on increasing the registration fees for the 2022 conference. He recommended increasing to \$300.00 for members and \$350.00 non-members. There was a discussion on if the non-membership fee included making the individual a member for one-year or not, Dan St Lawrence made a motion to increase the member's and Board member tuitions by \$25.00 each, which was seconded by JT Taylor, but the motion for voted down by a 2 to 10 vote. After further discussion, Matt Allen made a motion to increase member's tuitions to \$325.00, non-members to \$350.00, and for the Board member's tuition to remain at 50% of the member's tuition fee. Dan St Lawrence seconded the motion and it passed unanimously. Then Matt opened the floor for discussion on setting new deadlines for conference resignation, scholarship applications and awards nominations. JT Taylor made a motion to set the deadline for conference registrations as Oct 1. The motion was seconded by Steve Norman and was unanimously approved.

NEW BUSINESS

Committee Assignments:

President Holly Bowie thanked everyone for the committee work over the previous year and thanked those who had contacted her regarding their desire to remain in their same position or taking on other committee duties. She said Jamie Williams would become the new Awards

Committee Chair, Nycole Griffin would replace Christine Kalish as the Certification Committee Chair, JT Taylor would remain the Constitution and Bylaws Committee Chair, Dan St Lawrence and Christine Kalish would co-chair the Legislative Committee, and that Mark Hastings would remain the photographer and Historian Committee Chair. She went on to re-appoint Sandy Alexander as Membership Committee Chair and appoint Dan St Lawrence as the new Nominations Committee Chair. Mark Hastings was re-appointed as the Scholarship Committee Chair, Beth Gillespie was re-appointed as the Merchandise Committee Chair, and Steve Norman was appointed as the new Exhibitor Committee Chair. Holly said she was combining the Grant Committee with the Exhibitor Committee. Christina Elmore was re-appointed as Social Media Committee Chair, and JT Taylor was appointed as the new Newsletter Committee Chair. She also said she was eliminating the Positions and the SOP committees because they had completed their tasks for now and she created a new Training Committee, chaired jointly by Christina Elmore and Beth Gillespie, to take care of the Mini-MACA trainings in the spring.

MACA Calendar:

There was a general discussion on preparing a calendar which might be sharable between the whole Board, but it was decided that it was not practical at this time. A general discussion took place then on the traditional events each year and months were selected for those events to be planned in. Two Mini MACA training conferences will be presented in 2022, one is either late March or early May, and one in August. There will be two certification programs, one set for April and the other set for November. The Annual Conference is set already for October 14-16 at Camden on the Lake. The date for Humane Day at the Capital has not been set by the Capital yet, however, it is historically in April every year.

2022 Annual Conference Scholarship and Awards Deadlines:

Scholarship application and Awards nominations were discussed earlier but not confirmed. Following additional discussion, it was agreed that the deadline for accepting scholarship applications and awards nominations would be August 1 for 2022.

Mini-MACAs:

Discussion on Mini-MACAs was held during the committee assignments earlier, but reiterated at this time, with there being planned for an east side and a west side Mini-MACA, one to be held in the spring, while the other is to be held in August. Beth said she would get with Christina on selecting topics and asked if anyone with suggestions let them know. Jamie Williams said he might be able to get a training room in Sikeston. JT said he could get a training room in Lebanon.

2023 Annual Conference Location:

Location options for the 2023 annual conference were considered. Matt Allen said he would look into some of the old resorts in the Lake of the Ozarks areas used in the past. While Springfield was not highly suggested by the Conference Survey, there was considerable discussion on The Oasis Hotel and Convention Center. JT said he could check out Port Arrowhead Marina as it was rumored to be re-opened, as well as Inn of the Grand Glaze.

Storage Unit for Association Property:

There was a general discussion on the need for a storage unit to house the overwhelming amount of Association records which have been accumulated over the years. It was recommended that it be located in the mid-state area, and JT Taylor suggested looking in the Kingdom City area as it was

on Hwy 70 just east of upper central Missouri. Christine Kalish made a motion to obtain a unit, which was seconded by Sandy Alexander and unanimously passed. JT Taylor said he would look for something in the Kingdom City area and let everyone know the costs, etc. before entering into a contract with the storage company.

NEXT MEETING SCHEDULE

The next meeting is scheduled as a Zoom meeting and is set for January 12, 2022.

ADJOURNMENT

Sandy Alexander made a motion to adjourn, which was seconded by JT Taylor. The board voted unanimously to adjourn the meeting and it was closed at 1:40 PM.

Respectfully submitted,

James A. Taylor

James A. (JT) Taylor
Executive Secretary