

# MISSOURI ANIMAL CONTROL ASSOCIATION

## EXECUTIVE BOARD MEETING MINUTES

March 10, 2021 at 10:00 AM

The meeting was conducted via Zoom, and was called to order by Vice President Matt Allen at 10:02 AM

### BOARD MEMBERS PRESENT

Holly Bowie  X  Matt Allen  X  Melody Bridges  X  Mark Hastings  A   
Christine Kalish  X  Beth Gillespie  A  JT Taylor  X  Christina Elmore  X   
Steve Norman  X  Sandy Alexander  X  Dan St. Lawrence  A  Jamie Williams  A   
Cassandra Mosholder  X

### BOARD MEMBERS ABSENT

Vice President Matt Allen reported that President Holly Bowie and Director Steve Norman were in a work-related meeting and would be joining the board meeting later. A motion to excuse the absence of Beth Gillespie, Dan St Lawrence and Mark Hastings was made by JT Taylor and seconded by Jamie Williams. The motion passed unanimously. (Holly Bowie and Steve Norman joined the meeting at 10:21 AM and President Bowie assumed leading the meeting)

### 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

Vice President Allen stated he had sent out an amended agenda before the meeting. There was some discussion on the need to add anything else and it was concluded there were no other items to include. JT Taylor made a motion to accept the agenda, which was seconded by Christine Kalish and unanimously approved.

### PREVIOUS MEETING MINUTES APPROVAL

Previous meeting minutes were reviewed. Sandy Alexander made a motion to accept the minutes as written, which was seconded by Jamie Williams and unanimously approved.

### PUBLIC COMMENTS

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

## EXECUTIVE OFFICER'S REPORTS

### President's Report

Holly Bowie stated there were a few things to discuss in New Business but otherwise she had nothing else to report at this time.

### Vice President's Report

Matt Allen reported having contacted two new potential speakers for the Conference. Daniel Ettinger and Mark Kumpf. Mark came recommended from JT Taylor and Allen seconded that recommendation as he had attended Mark's trainings in the past. The second, Daniel Ettinger, had submitted a proposal last year and Allen had reached out to him about this year. Ettinger is very interested and would need to speak on Friday due to other training obligations/requests from LETI and Virginia Animal Control Association. Without Mark Kumpf knowing Allen was already speaking to Daniel, Kumpf highly recommended Ettinger as well. Allen said he had no doubt both would be excellent choices. He reported that both speakers have a wide variety of topics in their repertoire. Allen stated there would be further discussion about their proposals in New Business. Possible Mark Kumpf include topics: Exotic Animal Investigations, Animals in Religious Practices, Staying Employed in Animal Control, Dealing with the Media. Daniel Ettinger probable topics include: Verbal De-Escalation, De-Humanizing the Badge. There is also the possibility of them team teaching a course on Animal Management Succession Planning. Allen further reported having received an email from Molly Baker, DHSS, asking when we needed to know about a speaker by. He stated he hasn't responded with an answer to that yet. He said DHSS hopes to have Dr. Pue's replacement in by the Conference. Additionally, Molly said she could probably fill in if they didn't have Dr. Pue replaced. He also added that he'd already discussed presentations with Matt Rold and Bob Baker, who said they would be there, and he had spoken with Christine Kalish about someone from the Humane Society speaking possibly on "Training to Adopt" and possibly a "sex/breed/animal id tips and issues" segment. Christine added that she had spoken with Julie who agreed to cover either of those topics. Allen reported that he had spent 107.51 on Conference expenses (Registration Brochures) since last meeting and that Conference Registration was open on MACA website. He said he received an email the brochures had been shipped around March 4<sup>th</sup> or 5<sup>th</sup>, but he has not received them yet.

### Secretary's Report

JT Taylor reported having begun collating old agendas and meeting minutes and started scanning what is not available electronically, with the intent of setting them up for everyone to have access to via the shared Google Drive. Many of the old records are in the pdf format already but what is being scanned in and saved will also be sent into the Google Drive as a pdf file. Moving forward, once meeting minutes are approved and sent to the website as a pdf file, they will also be dropped in Secretarial Archive as pdf files as well. He stated he had gotten the MACA Secretary's laptop from former Secretary Anita Waller, but it doesn't have Word on it so all the minutes and agendas currently on it can't be opened if transferred to another computer.

### Treasurer's Report

Melody Bridges reported there was \$14,769.35 in the Main Account, \$4,371.65 in the Certification Account, and there was no balance currently in the Paypal Account. JT Taylor made a motion to accept the Treasurer's Report as presented, which was seconded by Sandy Alexander and unanimously approved.

## COMMITTEE CHAIR REPORTS

### Awards:

Steve Norman said he had nothing new to report.

### Certification:

Christine Kalish reported the Certification Committee is finalizing the location for the Spring Certification class. She said it will be held on April 21<sup>st</sup> and 22<sup>nd</sup> in St. Joseph and they will tentatively be holding the class at the Stoney Creek. As soon as she sees the contract, she will know more and will send the information to the Board and to Gina Tanner for posting to the website. She said the spring renewals are trickling in, due to Covid. She said they will be sending invoices to the officers that are not paid along with an email asking if they are wanting to renew their certification. She reported that the Certification Board has approved transferring \$1500.00 to the Main Account again this year to help with scholarships for the fall Annual Conference. She said Melody will transfer funds sometime prior to the conference.

### Constitution and Bylaws:

JT Taylor reported have reviewed as many of the records as he can find for any amendments, revisions or votes to approve amendments and revisions in the past. He said in previous meeting minutes, there have been many committee reports and discussions recorded regarding updating grammar, punctuation and typos but no record of the Board actually having voted to approve the changes, thus they remain unchanged in the current published version. He said he was currently working on a significant revision which will include all the corrections previously proposed, changes previously voted and passed by the board, and that will include the revision and amendment dates. He said he had found many changes voted in by the Board but there were a few between 2005 and 2011 with no records of the Board's actual voting. In most cases these revisions or additions will be easily made legal by including them in the pending amendment. He also pointed out that sometime during this time an article was deleted but there is no record of it having been deleted by Board vote. He recommended that that article be put back in during the pending amendment. He said moving forward, future Constitution and Bylaws Chairs shouldn't have to search for when the amendments and revisions were made. He also stated he was scanning old versions of the Constitution and Bylaws into pdf files which can be digitally archived along with the Secretarial Archives on Google Drive. Lastly, he stated he would be recommending that the Articles in both the Constitution and Bylaws regarding Association Charters be removed as they had never been used since the Association was form in 1977. There was some discussion on this, and the Board agreed it should be removed under the pending amendment.

### SOP:

Jamie Williams provided a brief history of the development of the Board Member Handbook. He stated the first two sections of this handbook were ready to be voted on. Holly Bowie thanked the committee for working to get these first two sections ready. She stated there were other sections which would be more difficult to prepare and present but felt that these sections gave a good head start. She asked if the rest of the Board had reviewed these sections and if there were any comments. Hearing none, she asked if the Board could vote to accept these two sections. Jamie Williams made a motion to accept them as presented and Steve Norman seconded the motion. The motion carried unanimously.

### Legislation:

Dan St Lawrence was not present so now report was given. Christine Kalish stated she had recently received an email from Bob Baker, with MAAL, regarding their assistance in developing local ordinances for a few counties/municipalities.

**Positions:**

Holly Bowie stated she had nothing to report at this time. She stated she wasn't really sure what this committee was supposed to do. There was a general discussion on what types of position statements were common and what benefit they had to the membership. JT Taylor stated it had been intended that common position statement be available as a resource to the membership via the website. Holly stated she would look into this but had concerns that the website was not for members only.

**Historian and Photographer:**

Mark Hastings was not present so there was no report.

**Membership:**

Sandy Alexander stated Melody had sent her an up-to-date list of payments and the Association had jumped from 57 paid members to 107 paid members since last month's meeting. She said there were many new members in the recent memberships. Matt Allen asked for an updated copy of the members list so he can update his list for sending out conference information.

**Nominations:**

Cassandra Mosholder stated she had nothing to report at this time. There was a general discussion on what the nomination committee did. Sandy Alexander stated she had a nominee for the Board to send Cassandra and JT Taylor said he too had a nominee to submit.

**Scholarships:**

Mark Hastings was not in attendance, so no report was given.

**Merchandise:**

Beth Gillespie was not in attendance, so no report was given.

**Exhibitors:**

J T Taylor report there are still a large number of organizations who cannot travel or attend conferences due to the Pandemic with Animal League Defense Fund being the most recent to say they cannot come. He stated they were however trying to figure out some way to be a supporter/donor however. Best Friends Animal Society has become a Labrador level sponsor, providing a \$1500.00 sponsorship, and will be having an exhibitor's booth, which comes with the sponsorship, as will Shor-Line with their \$500.00 Chihuahua sponsorship. He said the Association has HSMO, MAAL and DHSS stating they will have an exhibit, and we have donations pledged from six other companies. He said he had heard personally from both Datamars and AVID representatives saying they are hoping to attend, but he has not heard anything official yet from Datamars. AVIDs registration had just come in. He said his committee has also reached out to organizations that we have not partnered with for 10-plus years and are hoping to re-establish those relationships. Addison Biological Labs has requested more information and the committee has high hopes of their participation, as well as The Association of Animal Welfare Advancement. He stated AAWA had pledged to send tuition scholarships for use to give away in our door prizes which would allow someone to either attend their annual conference in November in person or virtually. There was a general discussion of supply companies which might be contacted for support, such as LA Police Gear, Ed Morris, Mechanics-Wear, and Proper shirts.

**Grants:**

Holly Bowie stated we still had the \$1,000.00 grant from Wal-Mart from last year and that she had applied for several more this year. She stated they had changed their procedures and it had taken awhile to get set

up to apply for further Wal-Mart grants. She explained that Wal-Mart wanted the grants to come from the Wal-Mart store in the area impacted by the donation but since the Association is state-wide, all areas would benefit by their support. She had applied for approximately 15 more grants state-wide. Steve Norman added that he worked well with Target stores grants in the past, but to apply for a grant the Association would have to be invited. Holly state many granting organizations were invite only now but she had contacts with a few and was reaching out to them for support from Petco and others.

#### **Social Media:**

Christina Elmore stated she was still looking into the various Association related Facebook pages. She has access to some for posting but not for changing anything. There was a general discussion and the Board agreed to eliminate the Executive Board private group page but keep the others. It was decided that the executive officers should also have access as administrators so as reduce the likelihood that no one would be around with access or passwords.

#### **Newsletter:**

Matt Allen stated that at the February Board Meeting, he'd asked for content from committees for the newsletter but had received none. He stated he'd decided to wait to get newsletter out till after the March business meeting so he can provide info about conference registration being open, as well as hopefully the Spring Certification and any other new business that arises at March Board Meeting. He also may write about the work being done on Board Handbook. He would also like to mention Board Positions open for election at Annual Conference. He said he hoped to have the Newsletter out by end of March. He asked that any desired content from the Board's respective committees be to him by March 19.

#### **Website:**

Gina Tanner was not present, so no report was given. Holly stated she was glad the Board was able to make contact with her again and that she was alright. JT Taylor explained that he had reached her through his Facebook page, and she was unaware of missed emails. He explained that she'd contacted him later and had been locked out of the website. She had said she'd have to contact aol.com to get back in. He said she was in again and submitted items were once again being uploaded to the website. He commended her for her efforts, stating it would have taken a lot of time to get access returned to her and then catch everything up.

### **OLD BUSINESS**

#### **Digital Storage System:**

Christine Elmore stated she had been talking to her IT Department folks and they recommended the Association use a Google platform as it is more versatile. Holly stated she had activated the Google Drive previously used by former Director Brandon Anderson. She stated the SOP committee had been using it to work on the Handbook. She also stated she had been looking into another option called G-Suite, thru Google, which would be free to the Association due to the 501c3 status. She is currently waiting to hear back from them on the Association's eligibility to use G-Suite.

#### **Facebook Pages:**

We discussed and resolved during the Committee Report above.

### **NEW BUSINESS**

### **Treasurer's Bond**

J T Taylor presented concerns he and Christine Kalish had regarding a statement in meeting minutes from 2020 in which former President Kyle Shaffer stated Treasurer Melody Bridges did not need to maintain the bond she had for being Treasurer. JT pointed out that bonding was required for the Treasurer under the Bylaws and Christine shared specific situations that had occurred in years past when bonding had been beneficial. Melody Bridges stated she had spoken with Shaffer about it again after the meeting and he indicated he'd mis-spoken. As a result Bridges stated she had renewed her bond.

### **Mini-MACA**

There was a general discussion on the pros and cons of attempting to hold a Mini-MACA conference in the spring given the continued state of COVID exposures. JT offered an alternative in the form of using his companies online training platform to present classes virtually to whomever wanted the training. He stated that Midwest Animal Services Academy could set up a "coupon" system for MACA members to access training via his ACOUniversity.com The members would register and pay MACA for the class(es) and when he was notified of the registration, he would send that member the access code to be able to take the class. This would serve two purposes: offer training to the members; and generate income for the Association. JT said MaSA was willing to donate this time and training to MACA and would set up the training to be available for registered MACA members throughout May, so they could take the class when it was convenient for the member. The Board agreed this would be good for everyone and asked for a list of potential classes so they could choose what class(es) to make available.

### **Annual Conference Speakers**

Matt Allen briefed the Board again on the proposals provided by Dan Ettinger and Mark Kumpf. He stated that he had personal experience training with Mark Kumpf and that JT Taylor had also recommended Kumpf. Taylor also stated he thought Ettinger would be a good option as well. There was discussion on the expenses associated with having both or either of the men be speakers. After discussion on Mark Kumpf, JT Taylor made a motion to engage Kumpf as a training instructor for the conference with a travel expense budget of no more than \$600.00. Sandy Alexander seconded the motion which carried with 8 yes votes and JT Taylor abstaining due to his working relationship with Kumpf. The motion carried and Matt Allen said he would reach out to Kumpf with the news. He further said he would contact Ettinger to get clarification on his financial needs and would bring his findings back to the Board as soon as possible.

### **ACO Coalition State Organizational Membership**

Several members of the Board had received invitation type emails from Code Three and Associates regarding MACA membership as a state organization of their new ACO Coalition. JT Taylor described the individual benefits of membership in the coalition but wasn't sure if there were any additional benefits for the members if the state association was a member. He also said, and Christine Kalish supported his statement from the email she had received, that grants, and some other support was only available to members, but other membership benefits were not contingent on membership. Following further discussion, JT Taylor made a motion for MACA to become state affiliate members of the ACO Coalition, which was seconded by Christine Kalish and unanimously approved.

### **Resource Handbook/SOP**

The Board Member's Handbook sections one and two were approved by the Board during the SOP Committee Report.

**NEXT MEETING SCHEDULE**

Next meeting was set for April 14<sup>th</sup> at 10 AM via ZOOM.

**ADJOURNMENT**

JT Taylor made a motion to adjourn, which was seconded by Jamie Williams. The board voted unanimously to adjourn the meeting and it was closed at 12:24 PM.

Respectfully submitted,

*James A. Taylor*

J. T. Taylor  
Executive Secretary  
Missouri Animal Control Association