

MISSOURI ANIMAL CONTROL ASSOCIATION
EXECUTIVE BOARD MEETING MINUTES

December 4th 2018

Board Members Present

<i>Nycole Griffin</i>	<i>Holly Bowie</i>	<i>Carmen Skelly</i>	<i>Melody Bridges</i>
<i>Mark Hastings</i>	<i>Sandy Alexander</i>	<i>Dan St. Lawrence</i>	<i>Christine Kalish</i>

Board Members Absent

<i>Lorraine Lester</i>	<i>Teresa Gilley</i>	<i>Beth Gillespie</i>	<i>Kyle Held</i>	<i>JT Taylor</i>
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There were no non-board committee chairs or recognized guests present.

The meeting was called to order at 10:48 a.m. at 44 Stone Public House, in Columbia, Missouri. Roll was taken; all board members were present except Lorraine Lester, due to being in the illness, Beth Gillespie, due to being out of the state on vacation, Teresa Gilley due to no longer employed with St. Charles, Teresa has resigned from her position as Secretary, Kyle Held, due to having court in Iowa on December 3rd and 4th and JT Taylor due to sudden illness of a relative.. Dan St. Lawrence made a motion to excuse all absent board members from the meeting with Sandy Alexander seconding and all others voting in favor.

The proposed meeting agenda was discussed; with no amendments needed Christine Kalish made a motion to accept the amended agenda, with Holly Bowie seconding and all others voting in favor.

Nycole asked if everyone had a chance to go over the September 18th 2018 minutes, everyone had. With no amendments needed a motion to approve the minutes was made by Mark Hastings, seconded by Carmen Skelly with all others voting in favor.

President's Report

Nycole advised she thought the conference went wonderfully. Nycole and Holly attended the National Animal Care and Control Association Annual Conference in Denver Colorado. Nycole stated she was somewhat disappointed in the conference, from the lack of organization to the fact that she did not even receive and invitation to the "President's Only" lunch. Nycole also said she thought the classes were pretty good and she really enjoyed the Active Killer class. After Holly stated that the NACA conferences have been much better in the past Nycole said she hopes next year will be a better conference.

There was a discussion about the MACA Minis. Dan suggested inviting more rescue groups to attend the minis. Concerns were expressed for a few reasons: one being people who attend may later considered themselves "animal control" and another being rescue groups go out of business so quickly it is hard to keep up contact. Christine Kalish suggested in the future possibly adding a 1 day track for rescue groups at the annual conference for rescue groups in the future. Christine also suggested purchasing some life size stuffed animals like they use for SAFER training to use in the future. Everyone agreed and Christine will be getting prices and getting some ordered in several different breeds.

Vice President's Report

Vice President Holly Bowie stated that all the grant reporting has been complete and that she has already started working on grants for the 2019 conference including a Target grant. Holly distributed a packet which included all the results of the Conference surveys, overall the results were good with a few great reviews for some speakers including Kevin Hearst, Rob Leinberger and Karen Deeds. 88% felt the location was excellent, 84 % felt the hotel was excellent, 88% felt the room layouts were excellent, 65% felt the food and refreshments were excellent, 76% felt the staff was helpful, 83% felt the Speaker topics were excellent, 72% felt the vendors were excellent, 68% felt both the social event and awards banquet were excellent, and 80% felt the executive board and the overall experience were excellent. Holly also passed out a new sponsorship mail out, she is going to send these to JT so that he can distribute them. Holly reported that she though everything ran pretty smoothly with a few exceptions that we will need to rectify next year, one issue we had was board members who were scheduled to be a certain positions were not there. Next year this is a must. Nycole stated Holly works very hard and we need to be where she wants us when she wants us there. Another suggestion made was that we need to request that the speakers use the microphone as many attendees said later that they could not hear all the speakers. We also need to make sure that we make the awards banquet more of a "big deal". Maybe get back to JT's original idea of a Academy Awards style. There was a discussion about where to hold the 2020 and 2021; Nycole will put a poll on the Facebook page asking for a preferred location out of Columbia, Lake Ozark and Springfield. Several board members spoke highly of the Springfield conference including the food being wonderful. There was also talk about several members suggesting Columbia in the past but we have found it to be more expensive but we are willing to give it a try. Holly and Nycole spoke about Kevin Hearst doing a full day of training at the 2019 conference. Nycole stated that Kevin would do classroom style in the morning and hands on in the afternoon. Nycole discussed adding a new MACA Conference Etiquette to the website and to the registration folders.

Secretary's Report

Due to Teresa's absence from the meeting President Nycole Griffin will be taking notes and transcribing the meeting. Nycole stated that earlier in the month she received an email from Teresa Gilley stating she was no longer working for animal control and that she is resigning from the board. Nycole stated Teresa turned some MACA things to Christine Kalish and Nycole would be taking them for now until she has appointed someone to take the secretary's position.

Treasurers Report

Carmen advised she emailed copies of the Treasurers report and account histories prior to the meeting and asked if there were any questions or concerns. After a short discussing no issues were found.

- *MACA 2018 Accounts Excel sheets supporting totals...*
 - *Main Account totals...*
 - *Account balanced against the 11/30/2018 bank statement of \$26,559.86;*
 - *Certification Account totals...*
 - *Account balanced against the 11/30/2018 bank statement of \$4,845.02;*
- *As of 12/02/2018, PayPal had a balance \$4.76; and,*
 - *They have withdrawn a \$150.00 to Paypal, evidently for the refund for the 9.10.18 Kendra Boyer refund;*
 - *The PayPal electronic deposits for September were shy \$20.82...I showed an adjustment at the end of the September excel totals; also,*
 - *The PayPal electronic deposits for October were shy \$42.19...I showed an adjustment at the end of the October excel totals;*
 - *November electronic deposit is fine; but, the \$4.76 remaining total to be deposited is not enough to transfer a certification due, so I will make an adjustment on the December excel totals;*
 - *There has not been a red flag;*
 - *I have included a Paypal 2018 to-date activity report, as well as a copy of their Resolution Center showing 0 open cases*
- *2018 Annual Conference Worksheet showing a positive of \$3,723.54...please review and let me know if there are any additional adjustments;*
- *Christine Kalish generated the 10-24 & 10-25-2018 certification training worksheet, and, it shows a net gain of \$970.62*

There was a motion made by Christine Kalish to approve the Treasurer's report, seconded by Holly Bowie with all voting in favor.

Carmen Skelly resigns as MACA Treasurer as she is retiring from HSMO. A motion was made by Sandy Alexander to accept Carmen's resignation, seconded by Mark Hastings with all others voting it favor.

The board thanked Carmen for all her hard work and Nycole requested that if Carmen is available at the time of the 2019 conference she would like Carmen to attend. Carmen stated if she is available she would love to.

Nycole then appointed Melody Bridges as MACA Treasurer. A motion was made by Holly Bowie to accept the appointment of Melody Bridges as MACA Treasurer with Dan St. Lawrence seconding and all others voting in favor.

Carmen Skelly is to be removed from both the MACA main bank account and the MACA certification bank account effective December 31st 2018. Carmen is also to turn in all

debit/credit cards and checkbooks effective not later than December 31st 2018. Melody Bridges is to be added to both accounts effective immediately.

Awards

Kyle Held was not in attendance at the meeting and had nothing to report via email. There was a short discussion about making the awards ceremony better for the 2019 conference.

Merchandise

Beth Gillespie was not present at the meeting and had nothing to report via email. Carmen did advise that we had a \$621.13 worth of merchandise sold at the 2018 MACA conference. Nycole stated she is hoping to meet with Beth in person sometime in early 2019 to go through all merchandise inventories and pricing. She stated it has been a long time since we considered using another company to make MACA merchandise. Everyone agreed it would be a good idea to check into other companies.

Certification

Christine Kalish reported the fall Certification class held in St. Louis was very successful with 22 in attendance. One scholarship was offered and accepted by the St. Louis Metropolitan Police Department, animal abuse officer. 21 passed and the 22nd is scheduled for retest in Rolla on 12/5/18. The class made a profit of over 900.00. This will allow us to offer a scholarship and host seat for the spring class. The 2019 spring class is set in Maryville Mo on April 10th and 11th, and flyers will go out after January 1st. The website is up to date with the CEUs with one slight exception. A renewal notice that was returned undelivered was resent due to the person showing interest in renewal. We have not heard any more and since they were given to the end of November, they are now considered expired. There is some issues with people struggling with the Public Health portion of the test, so we have come up with an idea of spending about 45 minutes playing a game called Zoonotic Jeopardy. We hope to help with this and may expand to other areas if successful.

We have an opening on the board and there was some discussion of candidates. Shari Pijut showed some interest initially and stated that since she was not able to stay on the MACA board due to budget restraints, this may be a way to stay involved. We have not heard anything more from Shari; however, we are not sure if she is still interested. It will be discussed at the spring board meeting.

There was a short discussion expressing some concerns on whether or not Shari would be a good fit for the board as there were several issues with her when she served on the MACA Board of Directors, it was agreed that she should be given a chance if she is interested in serving on the Certification Board.

Membership

Sandy Alexander advised she is working on preparing January memberships.

Constitution and Bylaws

Dan St. Lawrence had nothing to report. Nycole stated she did have a folder that Brandon gave her with Constitution and Bylaws, along with SOPs and she would get that to him at the next meeting.

SOP

Dan St. Lawrence had nothing to report.

Historian & Photographer

Mark Hasting had nothing new to report. He did bring his camera to the meeting to take board photos but after some request Nycole asked the board to provide a more "candid" photo with a pet or an animal at work. She requested that the board members them send those photos to her so she can keep a copy and forward a copy to Gina to be place on the website.

Nominations

Nothing to report

Legislation

Dan is already looking into future legislation and will be keeping us posted on their progress. Dan again would like to ask MACA members to be more active in legislation; he would like all of us to contact our congressman.

Positions

Nothing to report.

Scholarship

Lorraine Lester was not in attendance at the meeting. Lorraine did request via telephone that we adjust the due date for scholarship applications. This way she has more time to make sure everything is on the applications, she can check references, and the board can choose recipients and notify them in a timely manner so that they have time to plan for attending the conference. The new due date for MACA scholarship application is May 31st of the current year.

Social Media

The Facebook page has 1040 likes. Posts on the page have been doing very well. The member's only page has 39 Members and people are beginning to communicate more on it.

Grants

Holly went over this in the Vice Presidents report.

Vendors

JT was not in attendance at the meeting. JT did report by email that he has begun the development of a vendors list, thanked the 2018 vendors and introduced himself as the 2019 vendor committee chair. He has also drafted a letter regarding the 2019 annual conference. He has also reached out to a number of local merchants, entertainments, and organization explaining that some of our members come early, stay late, eat out and participate in local entertainment. JT is very hopeful that, we get some positive response.

Newsletter

Nycole is working on the newsletter. The board discussed adding a municipal animal control highlight or a shelter highlight section each newsletter. We are also considering adding a legislation highlight.

Website

Website is being kept up very well. 2018 award winners photos have been added to the website.

Old Business

Christine is going to add the April 2019 MACA certification class to the Facebook page and website.

New Business

No new business

With there being no further discussion and no announcements, the meeting was adjourned at 2:10 p.m. with Carmen Skelly making the motion to adjourn and Mark Hastings seconding with all others voting in favor.

Respectfully submitted,



Nycole Griffin

President

Missouri Animal Control Association