



**American Volkssport Association**  
**National Executive Council XXI Meeting**  
June 8-10, 2018/ Fri. 7-10pm/Sat. 8am-6pm/Sun. 8am-12n  
Red Lion Hotel, 205 Wolf Road  
Albany, NY 12205 (518) 502-3495

**AVA: America's Walking Club**

***Agenda***

- 1. Welcome & Call to Order**
- 2. Introduction of NEC/Board**
- 3. Introduction of Guests**
- 4. Approval of Agenda**
- 5. Reports of Officers**
  - a. President – David Bonewitz
  - b. Vice President – Nancy Wittenberg
  - c. Secretary – Sam Korff
  - d. Treasurer – Bob Morrison
    - i. Budget Approval – (2018-2019 FY)
- 6. Report of Executive Director**
  - a. Recognition of Donations
  - b. Acceptance of New and Reactivated Clubs & Declaration of Deactivated Clubs
  - c. Executive Director's Report
    - i. TAW Contract Renewal
- 7. Reports of Standing Committees**
  - a. Convention – Chris Mellen, Lea Darling & Teresa Kennedy
  - b. Information Technology – Chris Zegelin
  - c. Standards and Evaluation – Jerry Wilson
  - d. Audit – Bob Morrison
  - e. Publicity – Henry Rosales
  - f. Bylaws – Lucy Yother
- 8. Reports of Special & Ad Hoc Committees**
  - a. National Programs – Susan Medlin
  - b. Awards and Recognition – Suzi Glass
  - c. Programs Committee – Debbie Kruep
  - d. Training Development – Tom Baltes
  - e. Membership – Holly Pelking
  - f. Fund Development – Nancy Wittenberg
  - g. Club Development and Support – John McClellan
  - h. Free Walker Study Group – Sam Korff
  - i. Strategic Plan Implementation/Coordination – Nancy Wittenberg

**9. Unfinished Business**

- a. IVV Olympiad 2021 – Holly Pelking
- b. IML San Antonio – Susan Medlin
- c. IVV Congress – David Bonewitz
- d. Crazy Horse 2018-Jerry Wilson

**10. New Business**

- a. Approval of Committee Charters – David Bonewitz
- b. Motion to allow Deputy Director Administration of Trailmaster Certification Exam-Jerry Wilson
- c. Motion to allow AVA Associate members to electronically self-report updates to lifetime achievement record books to AVA HQ... – Bob Morrison
- d. Motion to establish a National AVA calendar – Andy Bacon

**11. Next Meeting – January 11-13, 2019 – Arizona**

**12. Audience Comments**

**13. Executive Council Comments**

**14. Adjournment**

10(a)

## American Volkssport Association

### AUDIT COMMITTEE CHARTER

(Revised 2-26-18)

#### **Organization –**

The Audit Committee shall be chaired by the Treasurer or other financially qualified individual designated by the President. The Committee Chairperson shall select other qualified AVA Associate Members to serve on the committee.

**Purpose of the Committee:** The Committee will provide assistance to the NEC in fulfilling its oversight responsibilities related to: (1) the integrity of the organization's financial statements, (2) the effectiveness of the organization's internal control over financial reporting, (3) the organization's compliance with legal and regulatory requirements, (4) the independent auditor's qualifications and independence, and (5) the performance of the organization's independent auditor.

**Committee Reports to:** the NEC, is guided by AVA's strategic plan and takes direction from the AVA President.

**Staff to Committee:** the Executive Committee and staff of AVA

#### **Committee membership and operations:**

**Frequency of meetings:** There are no formal meetings scheduled for the committee. Meetings will be called as needed by the chairperson.

#### **Scope of work for the Strategic Plan Implementation/Coordination Committee:**

- 1) Reviewing qualified candidates and selecting for engagement, the audit firm to perform the annual audit of AVA.
- 2) Receiving the annual report prepared and submitted by the audit firm including any recommendations, concerns or audit issues that arise during the performance of the audit.
- 3) Reviewing the audit report with management and the auditor and make appropriate recommendations regarding its contents to the Executive Committee.
- 4) Reporting to the Board of Directors.

# AVA

## Bylaws Committee Charter

**Purpose of the Committee:** As a standing committee of the National Executive Council (Board), reviews the AVA bylaws and recommends changes to the Board and members. Works with the Executive Director to assure timely release of information necessary for any bylaws changes.

**Reports to:** the Board and takes direction from the AVA's strategic plan.

**Committee membership and operations:** The chair is appointed by the President. The Committee Chairperson shall select other qualified AVA Associate Members to serve on the committee, from different regions of the country.

**Frequency of meetings:** As needed, estimated at 2 to 4 times per year, generally through conference calls. In person meetings, if needed, will be scheduled at meetings of the Board or AVA conventions.

### **Scope of work for the Bylaws Committee:**

1. Bylaws are AVA's operating manual.
2. Bylaws are not public documents, but making them readily available increases AVA's accountability and transparency and encourages the Board to pay closer attention to them. Board should review them regularly and amend them accordingly as our organization evolves.
3. According to the IRS' compliance guide for 501(c)(3) nonprofits, "An exempt organization that is required to file an annual return must report name, address, and structural and operational changes on its return." That means if AVA changes our bylaws, we have to let the IRS know on our next annual report (990). Some states may also require you to file bylaws and report changes.

# American Volkssport Association

## CLUB DEVELOPMENT & SUPPORT COMMITTEE CHARTER

The **Club Development & Support Committee** is hereby chartered by the 20<sup>th</sup> National Executive Committee (NEC) of the American Volkssport Association (AVA) for the term of 1 July 2017 through 30 June 2019.

**Purpose of the Committee:** AVA participation, club membership and # of clubs continue to decline. As a *standing committee* of the National Executive Council (Board), the Committee will assist the Board in implementing Strategic Objective 1.c. (Establish a Club Development Program) by examining issues that frustrate club leadership and make recommendations on acceptable solutions. The AVA President has stated that the theme of this NEC will be *Helping Clubs Grow and Growing New Clubs*. This committee will therefore focus our efforts at the club level.

**Reports to:** The Board and takes direction from the AVA's strategic plan.

**Staff to the Committee:** One representative from the AVA staff.

**Committee Membership and Operations:** The chair is appointed by the President. Five to seven members include both Board and non-Board volkssporters. Members come from many regions of the country, with an emphasis on members from smaller, "struggling" clubs if possible. All committee work is done in partnership and through the leadership and enabling of the Executive Director. The committee does not usurp the authority of the Board, and neither directs or oversees any staff.

**Frequency of meetings:** Initially, no less than quarterly. Ideally, once per month once steady-state. Meetings generally through online platforms (MS Teams) or conference calls. In person meetings, if needed, will be scheduled at meetings of the Board or AVA conventions.

### **Scope of work for the Club Development & Support Committee:**

1. Develop tools for Regions to assess their clubs to determine who are the strong clubs that can lend mutual support and which clubs need assistance.
2. Define what we consider a "struggling club" in terms that allow the AVA to then direct resources.
3. Consider recommendations for criteria to direct a non-performing club be demobilized
4. Examine the existing club dues schedule and make recommendations on future revenue potential and potential alternative ways to structure club dues
5. Review several recent, good papers (by members) concerning club maturity models or ways to structure clubs – determine what recommendations can be referred to other Committees or the Board

# American Volkssport Association

## CLUB DEVELOPMENT & SUPPORT COMMITTEE CHARTER

6. Explore implementing a system (searchable database) to help clubs submit and share "best practices," similar to US Army CALL (Center for Army Lessons Learned)
7. Explore current delivery training and development to clubs, assess effectiveness and make recommendations
8. Encourage new club formation – examine "gaps" Nationally and recommend a plan that Regions can implement
9. Work in coordination with the Marketing (Publicity) Committee on the design of a National Marketing Program that supports clubs

### **Metrics, Deliverables & Reports:**

- % annual increases in new clubs, club leader satisfaction, and certified club leaders
- % retention in club membership and associate membership
- Reduce # states without clubs from 4 back to no more than 2
  
- Bring Motions to the Board for consideration in support of clubs
- Advocate for a budget line iso the "club support" OBJ in the strategic Plan
- A searchable "Lessons Learned" system
- A plan for new club development
  
- Regular Committee reports to the Board in the standard AVA format

//Signed by//

David Bonewitz  
President, AVA

**Free Walker Ad Hoc Committee**

**Committee Purpose:** As an ad hoc committee of the National Executive Council, the committee will develop a plan and recommend to the Board of Directors a plan to deal with the issue of free walkers.

**Reports to:** The AVA Board of Directors

**Staff to the Committee:** AVA Executive Director

**Committee membership and operations:** The chair is appointed by the AVA President with the consent of the National Executive Council/Board of Directors. Members of the committee are both board members and non-board members. Members will be from the Southwest Region and Northwest Region. The reason for using these two regions is that the Southwest is most in favor of eliminating free walkers and Northwest is most in favor of keeping free walkers.

**Frequency of Meetings:** Meetings will be by email only. In person meetings will not be needed.

**Budget:** No budget requirements are foreseen.

**Objective:** Prepare a comprehensive report not later than the January 2019 NEC/BofD meeting that will include recommendations on how to proceed regarding free walkers.

- Goal 1. Identify the history of free walkers by January 2018.
- Goal 2. Solicit comments volkssporter comments from both sides of the issue by January 2018
- Goal 3. Solicit comments from participants who currently are free walkers by June 2018
- Goal 4. Develop statistics which have a bearing on the issue by June 2018.
- Goal 5. Presentation of the committee findings/recommendations not later than January 2019.

# American Volkssport Association

## FUND DEVELOPMENT AD HOC COMMITTEE CHARTER

**Purpose of the Committee:** As an ad hoc committee of the National Executive Council (Board), helps the Board assure the fiscal health of the AVA through philanthropy and fund development by assisting the Executive Director in the implementation of the Financial Sustainability goal of the Strategic Plan.

**Reports to:** the Board and takes direction from the AVA's strategic plan.

**Staff to the Committee:** The Executive Director of the AVA.

**Committee membership and operations:** The chair is appointed by the President. Eight to ten members include both Board and non-Board Volkssporters and up to 50% outside the organization. Members come from many regions of the country. All committee work is done in partnership and through the leadership and enabling of the Executive Director. The committee does not usurp the authority of the Board, and neither directs or oversees any staff.

**Frequency of meetings:** As needed, estimated at 6 to 8 times per year, generally through conference calls. In person meetings, if needed, will be scheduled at meetings of the Board or AVA conventions.

### **Scope of work for the Fund Development Committee:**

1. Work with the Executive Director through the fund development planning process: establish charitable contribution goals for the annual budget; devise the annual fund development plan for action by the Board; and, recommend results and key performance indicators to assess progress towards meeting fund development goals.
2. Establish fund raising policies.
3. Develop an expectation for financial contributions from all members of the Board and provide leadership by making their own gifts.
4. Assure that the Board and individual Board members are adequately educated about the basic principles and best practices in fund development.
5. Help the Board articulate the case for philanthropic support directed at specific audiences.
6. Involve and cultivate major gift prospects.
7. Help nurture a culture of philanthropy throughout the AVA, and assure that all donors of time and money are respected and honored.
8. Identify grant opportunities and assist in grant writing.
9. Identify potential sponsor organizations and contacts within the AVA;
10. Establish sub-committees to carry out specific fund development activities.  
Monitor sub-committee performance.



## **AMERICAN VOLKSSPORT ASSOCIATION INFORMATION TECHNOLOGY COMMITTEE CHARTER**

**Mission Statement:** The AVA IT committee will provide timely guidance and leadership to the NEC, headquarters, and clubs for information technology and electronic systems used by the association.

**General Statement of Purpose:** AVA needs to up its game if it is to survive. We must strive to have the right tools and processes to support clubs and AVA headquarters, align development with the strategic plan, delivered in a way that all can participate.

**Governance:** The chair is appointed by the AVA President and the committee reports to that office. The committee takes direction from the Executive Director and the NEC as a partnership to define the projects and improvements needed by the organization. The committee, at a minimum, will consist of a Chair, a liaison to the NEC, and a liaison to AVA HQ. Members of the committee are selected and approved by the Chair. All committee members have an equal vote in matters that concern the committee.

**Meetings:** The committee will hold an open meeting monthly with minutes published. A quorum is 50% of the standing members of the committee.

**Focus:** To fix problems in the IT systems that have persisted for years. This may include modifying existing systems as well as new development.

**Budget:** The committee will work as best it can to keep within the budget outlined in the organization's yearly plan. Extraordinary expenses will be justified to and approved by the Executive Director.

### **What we will do:**

- Review and critique proposals that affect the work load on IT development.
- Manage a priority for the work so that limited resources are best aligned with the goals of the organization.
- Coordinate the various IT efforts as work progresses.
- Undertake specific projects that include new development work.
- Modify or correct deficiencies in the existing IT infrastructure.

### **What we will not do:**

- Desktop support for personal systems
- Manage AVA email accounts (setup, resets etc.)
- Club web sites

## MEMBERSHIP COMMITTEE CHARTER

**MISSION STATEMENT:** To increase AVA membership by active promotion and benefit enhancement.

**Committee Purpose:** As the membership committee of the Board of Directors, the committee will facilitate communication exchanges, brainstorming of ideas and individual and club proposals/papers in order to provide recommendations to the Board of Directors that increases and retains AVA membership and defines membership benefits. All proposals and ideas are vetted through a committee process.

**Committee Responsibility:** The committee is formed to act as the single forum and vetting organization of AVA for ideas and proposals that achieve the goals set by the committee and ultimately fulfill the mission. After reviewing these ideas and proposals, the committee will set goals for moving forward and submit necessary motions to the Board of Directors.

Committee responsibilities include but not limited to:

- Collating ideas and proposals both inside and outside the committee
- Communicating with leadership, clubs and individuals
- Examining the viability of proposals for institutional constraints
- Developing a forum promoting an informational flow within the organization
- Resolving competing and redundant ideas
- Collaborating with other committees
- Monitoring existing membership initiatives for successful results
- Recommending new membership initiatives and benefits
- Soliciting input from divergent sources such as staff, membership and clubs

**Staff assigned to the committee:** AVA Executive Director, Awards/Membership coordinator

**Committee membership and operations:** The chair is appointed by the AVA President with the consent of the Board of Directors. Members of the committee are both board members and non-board members.

All committee members have a vote, except the Board of Directors' Liaison. A simple majority vote passes a motion.

**Budget:** No budget is necessary currently

**Frequency of meetings:** Meetings are generally by email; possible conference calls necessary in the future.

## National Programs Committee

1. The National Programs Committee reports to the NEC.
2. Mission: To create a plan for new national programs with more challenging events of distance and/or ability. In addition to IVV programs, create non-IVV community events (Debra Kruep was given the lead on this and reports separately). I was also tasked to hold a national contest for an AVA Mascot.
3. Statement of Purpose: I initially asked RD's to set up long distance events in each of their states. I was very pleased to find out we already had at least 84 sanctioned YRE events in 2016 that were 20kms or more. For more challenging events; we decided to offer new programs on the national level (Appalachian Trail, Pacific Crest Trail, and Inter-Continental Divide Trail) and the regional level (Wisconsin's Ice Age Trail, Missouri's Katy Trail, and Ohio's Buckeye Trail). And a national contest for the AVA Mascot was run and multiple entries were presented to the delegates at the 2017 Convention.
4. Working with Chris Mellen and Frank Sayers, we created a Event Tab selection for **20+ km Events Only** so walkers could more easily find long distance events. **COMPLETED**

The 2017 Convention delegates overwhelmingly voted for no mascot. **COMPLETED**

The Appalachian Trail is on target to open on 1 Jan 18. Wisconsin's Ice Age Trail will open 1 Apr 18. If these new programs are successful, we will continue. **ONGOING with some delay**

We are setting up a potential IML event in late February in San Antonio, TX. We will apply for IML Candidate Status at the 2018 General Meeting in Boras, Sweden in April 2018. If accepted, we will apply for full IML Status in Belgium in May 2019. **ONGOING and on track**

5. Our programs are designed to make money for the AVA, raise the profile of Volkssporting, and bring in new participants. I plan to support success, not reinforce failure. Accordingly, we are ending the SNOB Special Program due to weak sales. **ONGOING and on track**

6. New requests come to the Chair and must meet the criteria in item 5.

7. Funding: I have \$1,500 currently budgeted. That money will be used to pay a small portion of the airline costs for the US delegation travelling to Boras, Sweden in April 2018. I plan to ask for additional funding in 2019 for the US delegation going to Belgium in May 2019. Additionally, I would like the AVA budget beginning in 2020 to cover the annual 300 Euros fee for hosting each IML event; in both Arlington, VA and San Antonio, TX.

Submitted By: Susan Medlin, SWRD, Chair of the National Programs Committee

## AVA Program Committee Charter



**Mission Statement:** To increase AVA participation by development and enhancement of new and existing national programs.

**Committee Purpose:** To develop and implement nationwide interactive programs that bring all AVA members together, both clubs and individuals of all ages while promoting the presence of AVA to potential new members through the publicity of these programs.

### **Committee Responsibility:**

- Vet program ideas submitted by committee members, Board of Directors, AVA clubs and individuals.
- Develop nationwide programs
- Submit motions to the BOD for approval of new programming initiatives
- Implement nationwide pilot programs until such a time the program is deemed viable to AVA and staff is trained for program transfer or program is dismissed.
- Promote said programs to the AVA nation
- Train clubs and individuals on the use of said programs
- Communicate , collaborate and/or train other committees on the use of said programs
- Monitor existing and new programs for viability

**Committee Composition:** The committee chair is appointed by the AVA President with the consent of the Board of Directors and responsible for communication with the BOD, AVA President and Executive Director. Members of the committee may or may not be board members, preferably the later as this is a labor intensive committee. Members are held responsible for research, implementation and evaluation between meetings. All committee members have a vote. Committee may have staff intern if available.

**Frequency of meetings:** Meetings are held monthly (except December) by conference call and/or video conference. Email, texting and phone calls between meetings may be used to communicate.

**Budget:** Budget items will be set through the Executive Director and used on an as needed basis. When necessary, budgeted items may need the approval of the BOD. In these cases a motion will be submitted for approval.

# American Volkssport Association

## Board Committee Charter

### PUBLICITY COMMITTEE

|                           |   |
|---------------------------|---|
| <b>Increase Awareness</b> | <b>Mission: To increase national and local public awareness of the new AVA brand to facilitate engagement and growth.</b> |
|---------------------------|---|

|                                 |  |
|---------------------------------|--|
| <b>Committee Accountability</b> | <b>This committee reports to the President of the board and the NEC. This committee is accountable to recruit, monitor, and report progress on targeted marketing and communication strategies in alignment with the strategic plan.</b> |
|---------------------------------|--|

|                          |   |
|--------------------------|---|
| <b>Committee Purpose</b> | <p><b>The Publicity Committee has the following main objectives:</b></p> <ul style="list-style-type: none"> <li>Market AVA's brand and events to encourage increased participation, membership, and sponsorship growth</li> <li>Develop and implement a national publicity campaign that creates high visibility of the AVA</li> <li>Develop and implement a communications strategy for the AVA</li> <li>Expand resources and capacity of the AVA's national public relations and communications strategies</li> </ul> |
|--------------------------|---|

| <b>Committee Responsibilities &amp; Success Measures</b> | <b>Responsibilities</b>  | <b>Measures</b> |
|--|--|-----------------|
|  | <ol style="list-style-type: none"> <li>1. Ensure AVA has a viable Marketing and Communications Plan with measurable, achievable goals for each target market that is consistent with the Strategic Plan, and a reliable process for measuring marketing and communications results and impact</li> <li>2. Enlist marketing resources as needed</li> <li>3. Ensure marketing research is conducted and used effectively to understand and analyze angel needs, angel satisfaction, and trends</li> <li>4. Ensure AVA has clear graphics guidelines (logos), consistent use of messages and branding elements</li> <li>5. Annually review marketing and communications results for effectiveness</li> <li>6. Research, develop and administer effective social media messaging and communication platforms for the AVA and its membership</li> <li>7. Develop a Request for Proposal (RFP) for marketing and communications services and solicit consulting firms</li> <li>8. Provide a recommendation on selection of the consulting firm</li> <li>9. Maintain minutes of meetings and regularly report to the board on committee findings and recommendations</li> </ol> |                 |



Fun, Fitness, Friendship

# American Volkssport Association

## Board Committee Charter

### PUBLICITY COMMITTEE

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#### Committee Composition

The committee will consist of two or more members with marketing, advertising, public relations, communications, technology or media experience and at least one individual who is not a member of the AVA. The Executive Director is the appointed Chairperson by the President to preside at committee meetings and he is responsible for selecting all committee members.

Committee Chair: Henry Rosales

Committee Members: Susan Ives, Patricia Jewett, Barbara Nuss

Staff Liaison: Samanta Sanchez

#### Committee Meetings

Committee meetings will be held as needed, estimated at 12 times per year, generally through conference calls. In person meetings, if needed, will be approved by the NEC.

# American Volkssport Association

## STRATEGIC PLAN IMPLEMENTATION/COORDINATION COMMITTEE CHARTER

**Purpose of the Committee:** As a special committee of the National Executive Council (NEC/Board), the Strategic Plan Implementation/Coordination committee assists and coordinates the work of the chairs of the Strategic Planning committees to make sure the work of those committees is carried out as described in the Strategic Plan.

**Reports to:** the NEC and takes direction from the AVA President and the AVA's strategic plan.

**Staff to the Committee:** The Executive Director of the AVA.

**Committee membership and operations:** The chair is appointed by the President and serves at the President's decision. All committee work is done in partnership with the Strategic Plan committee chairs and through the leadership and enabling of the President and the Executive Director. The committee does not usurp the authority of the NEC and neither directs or oversees any staff.

**Frequency of meetings:** There are no formal meetings of the committee. Work is done individually by the chair in conference with the Strategic Plan committee chairs and sub-chairs.

**Scope of work for the Strategic Plan Implementation/Coordination Committee:**

1. Utilizes the OnStrategy tool to set up and maintain the elements of the Strategic Plan.
2. Prepares reports from OnStrategy and sends to the various Strategic Plan committee and sub-committee chairs for their updates.
3. Consults with the various Strategic Plan committee chairs to determine status of work, and make suggestions where appropriate.
4. Reviews Strategic Plan committee reports to the NEC prior to publication.
5. Reviews potential problems of Strategic Plan committees and reports to the President and the Executive Director as needed. Suggests possible solutions.
6. Reports to the NEC at NEC meetings utilizing OnStrategy Reports.
7. Chairs a review of the Strategic Plan annually with the NEC and Strategic Plan committee chairs.
8. Confers with the President and Executive Director to determine any budget changes that might be needed during the implementation of the Strategic Plan.



# America's Walking Club



## Training Development Committee Charter

**Mission:** To improve the paths to success for new and existing clubs through coherent and thorough documents and multimedia training programs.

**Purpose:** As a Special Committee, Training Development will work continuously to develop and update program documents and courses to help our members, clubs, state associations, regional directors and the national staff deliver fun and inviting noncompetitive physical fitness activities for all participants.

### Primary Goals:

- 1) Update the Trailmaster Guide
- 2) Update and publish a Club Operations Guide
  - Prepare or update and publish a guide for starting a new club
  - Prepare or update and publish an Event Coordinator's guide
- 3) Work with other committees to deliver training at AVA Conventions and other events
- 4) Continuously seek feedback from all partners to identify additional training needs

**Committee Composition:** The AVA President, in consultation with the AVA Executive Board, will select the chairman for this special committee. Term of service will generally be two years and can be extended in two year increments. If the chairman is not serving as Board member, then an officer will be assigned to the committee as a liaison to the Board. The chairman will identify the needs for additional committee members up to six and work with the Regional Directors to find the best candidates. Work assignments will be made based on experience and availability.

|           |                |        |
|-----------|----------------|--------|
| Chairman: | Tom Baltes     | NW RD  |
| Members:  | Joe Blazek     | NW     |
|           | Sharon Moats   | NW     |
|           | XXXXXXXXXXXXXX | Region |
|           | XXXXXXXXXXXXXX | Region |
|           | XXXXXXXXXXXXXX | Region |
|           | XXXXXXXXXXXXXX | Region |

**Budget:** No travel requirements are foreseen for this committee, other than the chairman attending biannual Board meetings on an as needed basis. Publication of final documents will generally be online, however, some hard copy instructional publications are anticipated. An annual budget of not greater than \$500 is forecast for administrative costs, with an additional \$750 during convention years.

Author:

Board Approval Date:





## America's Walking Club



Limits to Authority: The committee will work independently to identify training needs and present them to the Board for approval before assigning tasks to committee members. No funds will be obligated without Board approval.

Author:

Board Approval Date:

10(b)



**American Volkssport Association**  
**Agenda Item Suggestion**

**Proposed Motion –**

Allow Deputy Regional Directors to administer the Trailmaster Certification Examination.

**We move that:**

The Trailmaster Guide & Certification Examination be changed to include the Deputy Regional Director in areas where it currently has Regional Director especially in the Examination area

**Summary of Proposed Action:**

This would allow up to two people in each region able to administer the trailmaster examination. Thus making it easier for the testee to get certified. If the RD is located in one state and the testee lives several hours away it causes a potential for a lot of traveling for the RD. The test may take two days or more to administer

Submitted by: Jerry Wilson

(~~\*~~ Davin I will have this retyped before it goes out.)

10(c)

## American Volkssport Association

### Agenda Item Form

#### Proposed Motion

**We move that:** AVA Associate members be allowed to electronically self-report updates to lifetime achievement record books to AVA HQ, in a manner prescribed by the Executive Director using an editable PDF form located on the website or other technological means, thereby eliminating the need to submit physical books unless specifically requested by AVA HQ. HQ will continue to maintain lifetime achievements records as they do now.

#### Summary of Proposed Action:

The purpose of this motion is to change the practice of AVA handling and auditing every completed achievement record book. It has two positive benefits. First, it reduces the amount of work required by AVA staff at HQ. Second, it encourages AVA Associate Membership by bestowing a special benefit for this status.

While this change may only reduce the staff workload a few hours per week, that time can be used in higher value work. If this change is well received by members and proves beneficial for AVA, in the future it could be extended to all participants reducing costs at AVA.

**Submitted by:** Bob Morrison, National Treasurer

**Seconded by:** Sam Korff, National Secretary



## American Volkssport Association

10(d)

### Agenda Item Form

#### **Proposed Motion –**

The need for a yearly AVA national events calendar is critical for organizational planning and activity funding. These nationally scheduled recurring and/or special events:

- 1) assist AVA participants in advance planning,
- 2) aid clubs in scheduling yearly traditional, seasonal, and year-round events in terms of time (when) and place (where),
- 3) allow for long-term event marketing and publicity,
- 4) identify potential resources required,
- 5) promote a sense of unity within AVA,
- 6) serves clubs by allowing for advance event planning by clubs, and
- 7) deconflict event scheduling across the spectrum of clubs and regions.

#### **We move that:**

The Board establish a National AVA calendar (January-December) listing significant regional, national, and international events. The calendar is presented annually (at least six months prior) to the Board by the Executive Director for review and adoption.

### Summary of Proposed Action:

The national calendar includes monthly AVA supported events such as National Physical Fitness Month, reporting deadlines, Opt-Out, IML events, Trails Day, and AVA national events such as Regional conferences, AVA Convention and Crazy Horse. Those

**Submitted by:**

Andy Bacon

**Seconded by:**

Reset Form

Print Form

|           |                |               |               |           |
|-----------|----------------|---------------|---------------|-----------|
| Atlantic  | Pacific        | Mid-America   | North Central | Northeast |
| Northwest | Rocky Mountain | South Central | Southeast     | Southwest |