

## **MINUTES**

### **Monthly Information Meeting**

**August 21, 2018**

1. The meeting was called to order at 10:01 a.m. edt.
2. All present.
3. Agenda Items:
  - a. AVA Accounting Year
  - b. Approval of Committee Chairs – Tom Jackson, Nominating Committee
  - c. Approval of 2021 Biennial Convention Chairman – Jerry Wilson
  - d. Extension of VOP pilot program
4. Proposed Policy Manual Changes
5. Continuing discussion on Raising Fees
6. AVA Accounting Year. The NEC recommends approval. This will go forward as a Bylaws change. An item will be placed in TAW and the Checkpoint. Unanimous vote.
7. Tom Jackson was approved as chairman of the Nominating Committee. A consensus vote was taken. No objections.
8. Jerry Wilson was approved as chairman of the 2021 Biennial Convention. A consensus vote was taken. No objections.
9. A consensus vote was taken to extend the VOP pilot program. No objections.
10. Mike Green submitted some Policy Manual changes. (Attached) Consensus vote was taken. No objections. Next meeting will have changes to approve/disapprove.
11. Meeting adjourned at 11:25 a.m. edt.

Respectfully submitted.

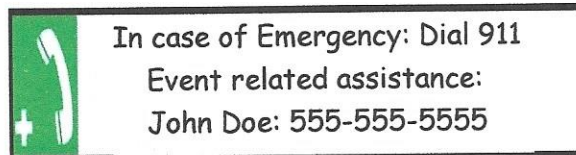
Sam Korff, AVA Secretary

#### 4.14 Event directions and Maps

Directions and/or maps provided in support of an AVA Sanctioned event must comply with the following requirements. The AVA Trail Master Guide contains numerous recommendations for creating quality event directions and maps:

1. The event directions must contain an "In case of Emergency" statement that first recommends calling 911 and then provides an event contact name and phone number for event related issues. If cell phone service is limited or non-existent for the event area, this must also be noted.

Below is a graphic found on the AVA website that is recommended for this purpose:



2. The event directions must contain a copyright statement in the sponsoring club's name; for example: "Copyright 2018 Acme Volksmarch Club". Use of the copyright symbol, © is not required.
3. The event directions must contain an exclusive use statement as follows:

These walk directions and maps may only be used in conjunction with a signed American Volkssport Association athletic waiver. All other uses are prohibited.

4. The event direction must contain the event's starting point address. This allows a lost walker to possibly use a cell phone GPS or ride service to get back to the event start point.
5. Use of copyrighted maps or map sections must comply with the usage rules for the copyrighted material. For example, Google allows for non-commercial use of their maps but the copyright and Google logo from the original map must appear on the maps (or map sections) used.
6. Use of copyrighted materials in event directions must comply with the usage rules for the copyrighted material.
7. Event directions that are supplied via an online repository must contain driving directions to the event starting point.
8. Event directions that are supplied via an online repository must be 2-column formatted. This format supports easier use of downloaded directions on smart phone.

2. The event details publicly displayed for an ACE-T event by the AVA ESR system shall include a distinct indication that the event is only AVA sanctioned and no IVV credit or stamp will be provided for event participation.
3. The per event sanctioning fees for an ACE-T event are the same as for an AVA Traditional Event.

### **5.05 AVA Weekday Guided Community Events (ACE-WG)**

ACE-WG events are designed to encourage weekly participation on a regular basis. Fun walks, guided walks, meet ups, etc., are examples of events that could fall into this category. Individual maps for each participant will not be required so long as there is a guide on each event and all participants follow the guide. The collection of a per-participant fee for an Individual Weekday Guided Event (IWGE) is optional. But if a club does collect participation fees, they are expected to enter the count of paid participants in the post event participation report.

1. Clubs must obtain an annual approval from their Regional Director to conduct Individual Weekday Guided Events (IWGEs) under the ACE-WG event category.
2. Once approved to conduct ACE-WG events for a given year, a club may conduct as many IWGEs as they wish as long as the chosen day of an IWGE:
  - a. does not occur on a Saturday or Sunday and
  - b. does not correspond to the date for an AVA Traditional event within a 100 mile radius from the IWGE.
3. Prior to an IWGE, the club must create a map or pre-planned route document for the event with a well-defined start and finish location.
4. IWGE information will not be entered into the AVA ESR prior to the event.
5. Participants in an IWGE must sign the usual AVA event log that includes the AVA athletic waiver.
6. Clubs are permitted, but not required, to collect a per-participation fee for an IWGE.
7. Clubs must archive the AVA event log and map (or route document) for each IWGE that is held.
8. Within 10 days after an IWGE is held, the sponsoring club must enter a post event participation report into the AVA ESR system including:
  - a. The number of paid participants. (The AVA will assess \$1.25 per paid participant)
  - b. The number of participants who did not pay.
  - c. The name of the IWGE guide
  - d. The phone number or email of the IWGE guide
  - e. Attest that all participants signed an AVA event log
  - f. Attest that the AVA event log and the event map (or pre-planned route document) is on file (archived).
9. Clubs will be billed \$3 per each IWGE held in addition to the per paid participant fees for the event



## 5.0 AVA Community Events

### 5.01 Purpose

An AVA Community Event (ACE) gives clubs flexibility to create events that are not burdened by IVV guidelines with the intent of providing more community outreach. An ACE is sanctioned by the AVA, but not by the IVV, to be responsive to local needs. Clubs are encouraged to fund ACE expenses via donations and/or sponsorships. The activity for an ACE may be any of the currently supported activities for IVV sponsored events including walking, biking, swimming, etc.

### 5.02 General AVA Community Events Guidelines

1. Unless otherwise explicitly stated in this and following subsections, all event sanctioning procedures and guidelines detailed in Section 4.0 "Volkssporting IVV Events" apply to an ACE. This includes, for example, deadlines for event submission and participation data entry, brochure content, approval of events, brochure and other publicity materials, etc.
2. There is no IVV stamp or credit provided for participants in an ACE.
3. Clubs may create event brochures for AVA Community Events, but an event brochure is not required.
4. ACE brochures, event directions or other promotional materials must not contain an IVV logo or reference the IVV.
5. IVV minimal distance requirements do not apply to an ACE.
6. AVA Special programs do not apply to an ACE. (No event stamp is available to imprint Special Program books.)
7. Clubs may provide awards for an ACE; but the award should not include any reference to the IVV.
8. Clubs may collect event participation fees (even in excess of \$3 per participant), but all paid participants shall be categorized as "non-credit" (or paid) participants. The AVA will assess \$1.25 per non-credit/paid participant.
9. An ACE cannot be designated as a PPSF event.

ACEs fall into the three classifications: Youth Community Events (ACE-Y), Traditional Community Events (ACE-T) and Weekday Guided Community Events (ACE-WG) as detailed in the following sections.

### 5.03 AVA Youth Community Events (ACE-Y)

ACE-Y events are for clubs who will be working with youth in the elementary, middle and high school environment. For example, a club may want to host a walk for an elementary school on their school grounds or at a park. Online accessibility of information will be limited to protect the identity and well-being of minors who will be participating.

1. An ACE-Y event is sanctioned as AVA Traditional Event (See section X) where the sanctioning club requests the Regional Director to approve the event in question as an ACE-Y event.
2. The AVA ESR system must not publicly display an information about a sanctioned ACE-Y event.
3. The sanctioning fees for an ACE-Y event are the same as for an AVA Traditional Event.

### 5.04 AVA Traditional Community Events (ACE-T)

ACE-T events are comparable to the AVA traditional that clubs currently host with the exception that IVV specific guidelines do not apply. Hopefully this will allow clubs more flexibility to customize community events in their regions where an IVV event is not possible due to constraints of IVV guidelines thus drawing more participation. An example of this type of event might be a traditional event whereby a club partners with a local nonprofit organization to host a walk that is less than 10 kilometers and books are not stamped.

1. An ACE-T event is sanctioned as AVA Traditional Event (See section X) where the sanctioning club requests the Regional Director to approve the event in question as an ACE-T event.

# **AVA Community Event (ACE) Sanctioning Rules**

**Mike Green**

**AVA IT Committee**

**July 2018**

# Outline

- General ACE Sanctioning Rules
- ACE-T and ACE-Y Sanctioning Rules
  - ACE-T Traditional AVA Community Event
  - ACE-Y Youth AVA Community Event
  - ~~ACE-P Private AVA Community Event~~
- ACE-WG Sanctioning Rules
  - ACE-WG Weekday Guided AVA Community Event
- Proposed Standard text for ACEs
- Demo and development effort so far

# General ACE Sanctioning Rules

- **ACE events are AVA sanctioned not IVV sanctioned**
  - The number of Stamps must be set to Zero
  - No minimum length required for event route(s)
- **Event description needs to include information about the ACE type**
  - There is a standard text entry for the different ACE types
    - This standard text is inserted into the event details page (as a new row).
    - Club would not be allowed to edit the inserted text.
  - Uniform text across events for each ACE type would make it easier to for an event participant recognize the event as an ACE; and in particular that there is no stamp.
- **Regional Director assigns ACE type (if any) before approving event**
  - No support for club to request ACE designation via ESR (at this time), club should send email to RD to request an event be changed to an ACE
  - New ESR feature to support RD editing of Event Category to set PPSF, ACE-T, ACE-Y, or ACE-WG.



# ACE-T, and ACE-Y Sanctioning Rules

- **Both ACE types (Traditional and Youth)**
  - Must be a Traditional Event (not a YRE or SE)
  - Sanctioning Fee and Participant Fees same as Traditional Event
- **ACE-Y Youth AVA Community Event**
  - Since this an event aimed at “under age” youth, AVA must limit the amount of event information displayed to the public
  - Public data will be limited to the event:  
Start/End dates, city(?), state, sponsoring club, POC information, event category (ACE-Y), and event ID
  - ACE-Y still being developed
    - Must restrict data for event ESR fields for ACE-Y that for other events are currently required.



# ACE-WG Weekday Guided AVA Community Event

- Must be a YRE or SE Event
  - Recommend sanctioning a full year YRE
  - There is no YRE/SE sanctioning fee for an ACE-WG YRE/SE. (instead there is per guided event fee)
- Club may do as many Weekday Guided events during the sanctioning period as they wish.
- Clubs will be charged \$3 for each guided event (billed quarterly)
- Clubs must enter participation date for each guided event including:
  - Date of Event
  - Name, email and/or Phone # of the event's guide,
  - Confirm log of participants was taken and archived.
  - Confirm map of walk archived.
  - Count of Free Participants
  - Count of Paid (non-IVV) Participants (\$1.25 each billed by the AVA quarterly)
    - If club is requiring participants to pay then they should be counted as Paid Participants

# Text displayed in Event Details for ACEs

- ACE-T
  - This event is an Traditional AVA Community Event (ACE-T) which is AVA sanctioned and not IVV sanctioned. Although the event sponsors may provide for awards for event participation; IVV distance and event books (and Special Program books) will not be stamped.
- ACE-WG

- This event is an Weekday Guided AVA Community Event (ACE-WG) which is AVA sanctioned and not IVV sanctioned. Although the event sponsors may provide for awards for event participation, IVV distance and event books (and Special Program books) will not be stamped. The sponsoring club will periodically hold guided events during the sanctioned quarter. Please contact the club as to the location and schedule for these events.

Note that ACE-Y events are not displayed by the public AVA website including:

- Not being displayed on the list of events sponsored by a club of the public AVA website
- Not being displayed by the public AVA Event search page