

Minutes

AVA Board of Directors (BOD) Meeting
August 10, 2022

1. Meeting called to order on Teams at 7:06pm CDT by Vice Chair Susan Medlin.
2. All officers and Regional Directors (RD) were present, except for Chair Nancy Wittenberg and the NC RD, who was represented by the NC Deputy RD (DRD). Representing the National Office (NO) were Henry Rosales, AVA CEO and President; and Hector Hernandez, Information Technology Specialist. Also participating were Deputy Regional Directors (DRD) from Atlantic, Northeast, Northwest, Southeast, and Southwest Regions. In addition, there was participation from several committees: IT: Mike Green (Chair); Programs: Tim Miner (Chair); Publicity: Susan Fine (Chair); and Nominating: Chris Mellen (Chair). Guests from Olympiad public relations and marketing companies included Leslie Komen Ausburn and Mary Ullmann Japhet. Other guests: Andrew Schmidt, Joseph Piffat, Leslie Stone, Pat Jewett, Wayne Henry, Cliff Terry, and Gail Samcoff. A quorum was declared.
3. Agenda (Attachment 1) was approved.
4. Minutes from May 11, 2022, Board Meeting were approved and will be posted on the AVA website.
5. Olympiad public relations (PR) and marketing. Mary Ullmann Japhet is from Japhet Media, providing PR. Leslie Komet Ausburn is from Komet Communications and Marketing, handling the marketing side. Mary and Leslie said it's important to show the best of San Antonio. There is a general video, and the team is videoing parts of the walks to showcase what San Antonio has to offer. The idea is to promote the destination and the people and get folks on the journey, both international and domestic visitors, but with extra emphasis on participants from the US and the broader market in Mexico. Vice Chair Susan Medlin said Marketing Committee Chair Susan Fine would work up talking points from this presentation. Videos will be posted on Facebook and YouTube.
6. CEO Report. Highlights:
 - a. From the marketing and PR presentation, Henry reiterated the strategy to target a broader market beyond the volksmarching community to reach tour companies in Mexico (recommended by San Antonio Tourism).
 - b. The NO has hired Bernadette Salazar part time to help with Olympiad.

c. Henry will travel with Chair Nancy Wittenberg, previous Chair David Bonewitz and David's wife Mindy to the IVV Congress meeting in Germany, where they will market the 2023 Olympiad and participate in the Europiade after Congress.

d. Reactivation/deactivation. The Southeast Striders Walking Club, Inc. has formed in Athens, GA (thanks to SE RD) and three more clubs are in the works: Santa Cruz and two in San Antonio. Reactivated: AVA-0376 never officially deactivated, so they are listed as reactivated. Deactivated: None.

Motion MA RD moved to approve the club reactivation/deactivation list. The Vice Chair seconded. **Approved.**

e. Financial. More details provided below by Finance Chair Ed McCabe. The NO has taken a closer look at the Per Participant Sanction Fee (PPSF). The PPSF is another tool in the toolbox, but it was not intended to be a replacement for the regular sanctioning process. Its use was intended for clubs to build new walks and to continue walks that were remote and had low participation historically. When clubs default to PPSF, AVA suffers. Last year, there was a loss of \$6,228 to AVA; this year-to-date, there has been a loss of \$4,722.

f. Fund development. Thanks to Carol Giesecke for grant and sponsorship applications. One success is with Natural Grocers to support the Olympiad, and negotiations are in progress. See Attachment 2 for details on progress of this program.

g. The Big Give is coming up in September will start 6pm CDT September 22 and run for 24 hours. Goal is \$90,000. Look for more information in the September Checkpoint. Samanta is back on a consulting basis and can help set up a Peer-to-Peer page. There will still be prizes and "mad minutes" using Big Give match money. There will also be a match from AVA.

h. General contributions and sustained giving. Even \$10 a month sustained giving helps. There are currently six AVA Angels.

i. Financial (Ed McCabe). Audit will finish up in September with report to follow within two months. Profit/loss: Total expenses are coming in under budget. Payroll running a little high due to health insurance.

7. Reports of Officers.

a. Chair: See report at Attachment 3.

b. Vice Chair: No report

c. Secretary: No report

d. Finance Chair: See paragraph 5.i. above.

8. Board Committee Reports.

a. Awards Committee (Carl Cordes, Chair). Sam Korff, committee member, is updating the national awards master list. He has maintained this list for several years. RDs please solicit nominations for Distinguished Achievement Award, Hall of Fame Award, Ted Ballman Memorial Youth Award, and Trailblazer Award. RDs need nominations by November 1. In turn, RDs submit nominations with recommendations to the Awards Committee Chair by December 1, and the Awards Committee will present recommendations to the Board in January for approval. Regional award nominations (Certificate of Appreciation, Commendable Service, and Meritorious Service) can be received, approved, and presented at any time by the RD, but Carl will need a list in the first quarter of 2023 of those receiving awards since the last Convention.

b. Nominating Committee (Chris Mellen). See report at Attachment 4. The first article soliciting candidates went into the Checkpoint and will appear in the TAW. Current officers not timing out, please indicate intention to run again. There is one person interested in the Secretary job.

9. Operational Committee Reports

a. Policy Committee (Wayne Knapp). The committee is working on the Policy Manual update and looks forward to presenting at the next meeting.

b. Programs Committee (Tim Miner). The committee is working on three new programs and working to combine national and club programs into a single committee effort. New programs include Par for the Course (par courses, playgrounds, ballfields, etc.) and resurrection of the Lighthouses program. Expect more information in next webinar. Also, we have joined IVV-Americas, so we can promote events across borders. In addition, down the line, we may host an Americaspiade. Note that these "piade" events would count as additional International Marching League (IML) events and would be scheduled among the Americas and Oceania countries. Tim suggested regional meetings as a start for an Americaspiade, rather than building from scratch.

c. Convention Committee. The Chair was not available, but Henry reminded all that the general membership meeting will be Friday, February 24, 2023, 1:30-4:30pm.

d. National Programs Committee (Susan Medlin). See report at Attachment 5.

e. Publicity Committee (Susan Fine). See report at Attachment 6.

f. Mike Green (IT Committee). See report at Attachment 7. Some highlights:

- Mike lauded efforts by Jeff Giddings on registration for Olympiad; great customer support by Darrell Niely; and the streamlined renewals process by Chris Zegelin.
- Recommended that future OSB events have more detailed info on the event start location to help people plan trips. Could use the mapping phrase to show where the walk starts. This is an operational issue to carry forward.
- Committee recommends dropping the Club Operations Manual that used the legacy website. The new website has good tutorials and ability to interact without maintaining the old manual. Wayne Knapp (Policy Committee) said the operations manual should be an operational issue working with Henry. The Policy Committee is working to eliminate outdated info, but there is still good info on club officer descriptions and handling of IRS submissions.
- Other comments
 - Secretary offered thanks for swim and easy renewals process.
 - Sharon Moats (NW RD) noted issues with OSB-only events showing up. Mike noted it was a known issue, and the IT Committee was working to fix.
 - SE RD: When a club has an error and gets a “Do Not Reply” email, can the RD be notified? Mike replied that the RD can log in, see errors (red error bar), and use RD privileges to either fix for the club or tell them how to fix.

g. Olympiad Committee (See report at Attachment 8)

- Henry showed La Villita offerings. MA RD asked if club exhibit tables would be inside or outside. Henry responded we would have to consider the weather. Henry also showed the covered area for the opening/closing of the Olympiad and opening of the IML. Could also have space for vendors.
- The proposed venue for the friendship celebration is close.
- Henry slides. La Quinta (host hotel) booking is at 82% of the block booked. Some of the other hotels are also showing booking.
- Nothing has been signed on the venues, and Henry won't sign until he sees the numbers go up.
- The entertainment committee is looking at live entertainment nightly and entertainment during hours the venue is open.
- Sponsors: confirmed: Humana, Natural Grocers, University Health System, and Jefferson Bank. He is working with HOKA Shoes. Please send potential sponsors to Henry to centralize negotiations. Henry sent sponsorship documents using a menu to let sponsors choose how to help based on their marketing needs. Can still customize a package if the menu doesn't work for them.
- Volunteers. Henry said we have been invited to Bexar County fair and AmeriCorps to recruit volunteers.

- Looking at targeting Crazy Horse and US FreedomWalk Festival for additional exposure.
- In-person planning committee scheduled for October 28-30. Targeting community leaders and downtown businesses to participate. Secretary asked if people could still walk the trails ahead of time to be volunteers during Olympiad? Henry said yes.
- Promoting attendance:
 - NE: Handing out materials at walks, anniversary parties and wearing Olympiad shirts. Promoting in emails to clubs.
 - AT: At regional conference in April, had promo items in goodie bags. Continue to talk at state association meetings.
 - SE: Attended RV escapade in Lebanon, Tennessee to promote the club and the Olympiad. Passed out shirts and key chains. DRD is organizing a caravan through the southeast to Texas. He expects perhaps eight will be in the caravan.
 - NW: Info was provided at regional conference and will continue to publicize at multi-day events and during club visits.
 - PA: Continuing to promote in region newsletter. Goal is 150 participants from Pacific Region. Have 20 now and want to get to 100. Registrants from all states in region currently.
 - RM: Most active clubs are passing out info. Biggest resistance is cost; COVID probably second with Texas still having high case rate.
 - SC: Traveling to traditional walks and will promote at the October regional roundup.
 - SW: Not much going on in the hot summer, but cost seems to be an issue and the fact that people can't pick and choose on events.
 - MA: Passed out material at regional conference. In September, the Mackinac Bridge walk will take place, with over 20,000 people walking the bridge, though only ~100 will be there for the volksmarch. RD will wear shirts and pass out key chains and flyers. At the end of November, Illinois Trekkers will host the Way of Lights event. Flyers and keychains will be available for that event as well.

10. Adjournment.

Next meeting will be November 9, 2022, 7pm CST. Adjourned: 9:24pm CDT.

Respectfully submitted,

Cecilia Miner, Ph.D.
AVA Secretary



Board of Directors Meeting Agenda

Wednesday, August 10, 2022, 7pm – 9pm CT via Teams

1. Call to Order – Vice Chair, Susan Medlin
2. Roll Call of AVA Board - Secretary
3. Call for Introduction of Guests – Vice Chair
4. Approval of Agenda
5. Approval of Minutes of May 11 Special Board Meeting
6. CEO/President's Report – Henry Rosales
 - a. IVV Olympiad report including Olympiad budget.
7. Reports of Officers
 - a. Chair – Nancy Wittenberg – in packet
 - b. Vice Chair – Susan Medlin
 - c. Secretary – Cecilia Miner
 - d. Finance Chair -- Ed McCabe
8. Financials – Ed McCabe
9. Reports of Board Committees
 - a. Report of Awards Committee – Carl Cordes
 - b. Report of Nominating Committee – Chris Mellen
10. Reports of Operational Committees
 - a. Fund Development Committee – Big Give – Henry
 - b. Standards and Evaluation Committee (Operational Policies) – Wayne Knapp
 - c. Club Programs Committee – Tim Miner
 - d. Convention Committee Report on Olympiad AVA biennial meeting – Jerry Wilson
 - e. National Programs Committee – Susan Medlin
 - f. Publicity Committee – Susan Fine
 - g. IT Committee – Mike Green
 - h. Olympiad Committee – Holly Pelking
11. Discussion on possible companies or organizations in each region that might be a possible sponsor for the IVV Olympiad/TTR IML – All with Henry leading
12. Reports of Each Regional Director on what they have done to promote attendance at the IVV Olympiad since the last board meeting. – By RDs
13. Other
14. Adjournment
 - a. Next Regular Meeting – November 9, 2022 (Electronic)



Grant writing progress as of August 1, 2022

Carol C. Giesecke

October, 2021 – Henry and I met over the phone to discuss possibilities of granting agencies. Henry sent me previous grant applications and history of recent funding opportunities.

November, 2021 – I explored an RFP with CDC on Grants.gov. Due Jan 10, 2022 CFDA 93.858 – National Collaboration to Support Health, Wellness and Academic Success of School Age Children. After conversing with Henry about this possibility and looking over the proposal request, we decided we really needed to build a network of potential collaborators on a proposal of this scale and explore those who organizations who had been awarded one of these grants to see if there might be the possibility of a sub-grant with one of the awardees.

I also explored the AARP Foundation. Their categories for funding do not include “physical activity” or “wellness”, but those most closely related to AVA goals are “Social Connectedness” and “intergenerational. I looked to see what had been funded in the last 5 years under those categories and I found these two active grants listed under **Social Connectedness**:

Medical College of Virginia Foundation - The Richmond Health and Wellness Program: Supporting Wellness and Aging Needs

To create an evidence-based pathway for social connectedness by educating students and faculty, standardizing assessment with the DSSI, determining risk of social isolation, educating program participants, and establishing goals for those who would like to increase their level of connection to others and to established community based programs. \$520,000

Texas Health Resources - Reduce Social Isolation and Lift Outcomes for Seniors (Reduce SILOS)

To reduce social isolation by building a framework for equipping individuals with a range of options, including education, social connections, and spiritual opportunities. \$660,000

Under **Intergenerational Category**, no active grants were listed.

It might be useful to contact these the awardees of these two grants to at least let them know about AVA walking opportunities in their region.

From January, 2022 to present, I explored several opportunities that Henry sent to me:

- 1) **Ancira Gives Back** This program encouraged San Antonians and others to “Vote for your favorite non-profit* to help them win \$100K from Ancira Auto Group.”

The directions on the website were as follows: Top five nominated companies per category (15 total) have advanced to the voting round, where three amazing local non-profits from the San Antonio and South Texas area will win \$100K from the Ancira Gives Back program. **Outcome:** We entered AVA in the Small companies category, but could not find any information on how the voting process worked or how to even make sure our organization was listed. I tried emailing and calling Ancira Corporate offices several times, but heard nothing back. It was very disappointing and frustrating. I think we need a contact at Ancira Auto Group to let us know how to vote for AVA in the next round.

- 2) **Impact San Antonio** –\$100,000 awarded to organizations with primary focus on the 8 counties surrounding San Antonio – one of their 5 focus areas is Health and Wellness

From their website: Impact San Antonio uses a Two-Step application process. The submission windows for each step are as follows:

- Step 1 – Organizational Questionnaire
April 11, 8AM – April 22, 5PM
- Step 2 – Project Application
May 9, 8AM – May 27, 5PM

IMPORTANT: A qualified agency must submit an Organizational Questionnaire (Step 1) by the deadline to be eligible to submit a Project Application (Step 2). Qualified agencies who meet the Step 1 deadline will be notified of their readiness results no later than May 6.

The agency had a training session on April 6 for those who wanted to apply for funding.

Outcome: I dropped the ball on this and did not attend the training session for completing the organizational questionnaire. Since this is a San Antonio based funding agency I would recommend that someone based in San Antonio (other than Henry!) step forward to take on this project

- 3) Platform Good (platformgood.com)– Fundraising platform for virtual charity walks, runs and cycle races

Henry was approached by Pavel Grebenshikov of Platform Good in May, 2022. A section of his email follows:

Our platform is completely free for everyone (both charities and participants) and unrealistically easy to use (it even comes with its fully integrated mobile fitness tracker app). You can have your fitness fundraiser event created in literally 30 seconds and share it with your supporters! We made it this way with an idea in mind to help our society and bring something good to it. It's our little team "hobby project" vs. a commercial venture, but we truly believe it can help with many great initiatives like yours.

Outcome: I followed up with Pavel and knew immediately that Jan Van Vlack had to be included in any conversation about this and she agreed to a virtual meeting with Pavel, his tech person, and me on June 7. Jan thought this would be a good way to combine a virtual walk with the Big Give in September and would not cost us money. We shared this with Henry.

4) Tito's Vodka Share the Love Program –**From their website:** If you have a 501(c)3 and would like to request a donation, fill out the form below. Be aware that we require at least 30 days lead time for any donation or sponsorship request.

Outcome: Began filling out application July, 2022 – some documents needed from AVA to complete application

5) Lift Fund COVID Impact Grants – **Outcome:** Only awarded to small businesses – No non profits need apply



**AMERICA'S
WALKING CLUB**
— ESTABLISHED 1976 —

20

Agenda Item _____

**AMERICAN VOLKSSPORT ASSOCIATION
OFFICERS, DIRECTORS AND COMMITTEE REPORTS**

BOARD CHAIR'S REPORT

FOR THE (Date): August 10, 2022 BOARD MEETING
FROM (Name): Nancy Wittenberg, AVA Board Chair

ACCOMPLISHMENTS:

1. Sanctioned a National Swim Program on the OSB as the result of discussions held in Penticton, BC at the CVF Walking Festival in May with Joe Blazek, President of ESVA, the Washington State Association and Tim Miner, who researched what might be required and wrote the sanction text. This sanction triggered discussions with our insurance agency about coverage for events other than walks. The insurance agency decided that they did cover swim events. Volkssporters may swim at any pool that meets the criteria and has lifeguards and a regular swim schedule, once a day for event credit.
2. Attended the California Volkssport Association's convention in San Luis Obispo to represent AVA along with Holly Pelking and Carl Cordes of the Pacific Region. We encouraged people to come to San Antonio for the IVV Olympiad and TTR.
3. Attended the Canadian Walking Festival in Penticton, BC as the AVA representative. At that meeting, Holly and Susan Medlin gave a really cute presentation encouraging Canadians to come to San Antonio. Following the dinner, we had an informal meeting of those interested in IVV Americas. I introduced my appointee to run for the position of Vice President of IVV Americas: Bob Morrison. We had a great discussion of what IVV Americas could do.
4. Attended the Zoom General Assembly meeting of IVV Americas, chaired by Diane Marshall, President. At that meeting AVA was formally accepted as a National Association member of IVV Americas, and Bob Morrison was voted in as AVA's Vice President to the organization. Tim Miner and Carl Cordes are my appointees as delegates to IVV Americas General Assembly and participated in the meeting.

5. Attended the Northwest Regional Conference in Ashland, OR. This region always has a great list of walk events, including a hike on the Pacific Crest Trail, a hike up Grizzly Peak and many walks in communities in the area.
6. Having appointed David Bonewitz, previously, as AVA's IVV Ambassador, I appointed David, his wife Mindy, Henry Rosales and myself as delegates to the IVV Congress of Delegates to be held August 23rd in Kehl, Germany. We will all be in attendance at that meeting. Henry and I will be hosting a reception for all delegates to that meeting as a chance to encourage their countries' attendance at our IVV Olympiad. Following that meeting we will be at the Europiad in Kehl to further encourage attendance.
7. I want to thank the members of the Olympiad committee for their hard work and thorough attention to the details this event will require. We will all meet in San Antonio at the end of October to go through the whole process. This event will be spectacular and worth everyone's efforts to encourage attendance to make this event something to talk about for a long time.
8. **Big Give 2022**: Henry has hired Samanta Sanchez again this year to do the publicity and other work on the Big Give campaign. This brings me to one of the duties of the board – to support the AVA's fund-raising efforts. And, that includes making a donation to AVA for the Big Give campaign and encouraging their region to do the same. It is especially true this year with the IVV Olympiad being held. Please make your contribution during the Big Give week and encourage your region to do the same. One way you and others can do this is by donating through our Sustained Giving program, where your gift is "annualized. (For instance, a \$10/month donation becomes a \$120 gift for the year and is counted as that for the Big Give.) Another is by setting up a Peer-to-Peer page on the Big Give website to encourage your friends and family to give to the cause that is important to you – the AVA. Our staff can help you do this. Please give with me!



**AMERICA'S
WALKING CLUB**
— ESTABLISHED 1976 —

22

Agenda Item _____

**AMERICAN VOLKSSPORT ASSOCIATION
OFFICERS, DIRECTORS AND COMMITTEE REPORTS**

FOR THE _____ NOMINATING COMMITTEE OF AVA NATIONAL OFFICERS AMERICA'S WALKING CLUB

FOR THE (Date): _____ AUGUST 10, 2022 **BOARD MEETING**

FROM (Name): _____ CHRIS MELLEN, CHAIRMAN

ACCOMPLISHMENTS:

Submitted article to The American Wanderer (TAW) for candidates for Chair, Vice Chair, Secretary, Finance Chair. The current Secretary, Cecilia Miner will finish two terms June 30, 2023.

The August thru November Check Point will have articles regarding seeking candidates for office.

Contacted potential candidates for national office.

ACTIVITIES:

Seeking candidates for National Office

CONCERNS:

It would be wonderful to have more than one candidate for each office.

RECOMMENDATIONS:

Any Regional Director or Deputy Regional Director willing to submit qualified candidates from their region.

Please attach any additional material that is part of your report.

[Reset Form](#)[Submit by Email](#)[Print Form](#)



**AMERICA'S
WALKING CLUB**
— ESTABLISHED 1976 —

Agenda Item 24

**AMERICAN VOLKSSPORT ASSOCIATION
OFFICERS, DIRECTORS AND COMMITTEE REPORTS**

FOR THE National Programs Committee

FOR THE (Date): 10 August 2022 **BOARD MEETING**

FROM (Name): Susan A. Medlin

ACCOMPLISHMENTS:

1. This will be my last report, as this Sub-committee is going to be absorbed by Programs and I will support Tim Miner as Programs Chair.
2. We had 170 plus walkers at the 2022 TTR, which we were were gratefully for because the travel ban had only been lifted in the fall. Sabin Weyermann was our IML Observer, and she gave us a very good report.
3. I will attend the IML General Meeting in Norway in late August. I will pass out promotional material for the 2023 IVV Olympiad & IML event. I will also attend the Freedomfest IML in Crystal City in October. Earlier this summer I promoted the Olympiad at the Canadian Convention in May and the Mid-America Regional Conference in Ohio in June.
4. I am looking at a new event hotel for February 2024, since we will never be able to get back in the Holiday Inn which supported us for the first 4 years.
5. We are scheduling a TTR meeting in early August.

ACTIVITIES:

1. As soon as cooler weather arrives I will walk all the Olympiad and IML walks.
2. Continue working on a new, permanent hotel for the TTR.
3. Look for areas to hold future AVA Conventions.



**AMERICA'S
WALKING CLUB**
— ESTABLISHED 1976 —

26
Agenda Item _____

**AMERICAN VOLKSSPORT ASSOCIATION
OFFICERS, DIRECTORS AND COMMITTEE REPORTS**

FOR THE AVA Board

FOR THE (Date): August 10, 2022 **BOARD MEETING**

FROM (Name): Susan Fine, Publicity Committee

ACCOMPLISHMENTS:

1. We visited with "Visit San Antonio", the non-profit organization that promotes tourism. They will help promote the Olympiad through their "RIO" magazine, newsletter to Mexican tour operators, social media, domestic motor coach operators, especially those catering to seniors, and European tour operators. They are open to any and all ideas.
2. We have been discussing how to answer questions from the international community, about their concerns on safety and gun-violence in the US. Our consultants agree it can be subtle: have video clips of the mayor, police chief and/or other leaders welcome visitors to our "safe" city; show police on bikes for visual safety, etc. Visit San Antonio has a webpage on Safe San Antonio, which we can utilize in our postings.
3. We submitted four articles for TAW about Olympiad, along with a full-page ad.
4. Our consultants continue to post social media, and remind people to register by Sept. 30 for discount.
5. An eblast on the Olympiad was translated into 8 languages, and sent to Tanja with IVV, who distributed it to member countries.

ACTIVITIES:

1. We will be contacting the airport marketing team, to ask about Welcome to IVV Olympiad signs, both digitally and/or banners,
2. We will help Samanta with the Big Give marketing and promotion.
3. Olympiad website edits and suggestions will be continuous.
4. Mary Japhet will create a media kit for the Olympiad
5. Mary Japhet has contacted the Crazy Horse committee and will contact U.S. Freedom Walk committee for promotion.
6. A second video for the Olympiad is being created, and we will work with Bernadette to help.
7. We are helping Henry with a presentation for the IVV Congress - video and powerpoint

CONCERNS:

1. We will continue to post positive reinforcements about safe San Antonio - in our subtle ways - and monitor any questions.
2. Visit San Antonio reiterated that international visitors are deciding on travel 3-6 months out, instead of the usual 6-9 months out. We will continue to market the Olympiad heavily for last-minute registrations.

RECOMMENDATIONS:

1. How can we keep emphasizing to club presidents, to forward the Checkpoint to their individual members? Many do not, and it is filled with information.

Please attach any additional material that is part of your report.

[Reset Form](#)[Submit by Email](#)[Print Form](#)

Accomplishments (since 4/26/2022)

1. Online Registration for the 2023 Olympiad/IML (Jeff G.)

- a. Registration available to public.
- b. Produced several data management pages for the Olympiad/IML
- c. In the future, there will be support for launching one or more registration forms for individual paid events that will occur in conjunction with the Olympiad/IML.

2. Market Survey of turn-by- turn trail direction applications (Jeff G.)

- a. In the process of completing a "market survey" of Android and IOS (Apple) GPS applications that will allow walk routes to be followed using a smartphone.
- b. The goal is to find a single app that runs on either OS as well as provides turn-by-turn directions for a trail. The number of apps under consideration have been recently reduced to 2 or 3.
- c. Henry may explore whether AVA can partner with one of these app makers for the Olympiad/IML.

3. Completed, Tested, and Deployed YRE/SE Renewal on my.ava.org. (Chris Z., testing – Chris Z., Mike G.)

- a. Deployed July 15, 2022
- b. On July 15, 2022, the event information for all 2022 YRE/SEs was copied into the Events Buffer database table for each club and listed in the club Edit/New page under the EVENT RENEWALS heading.
- c. Note the information copied (as noted above) was based on published event data, any saved but NOT published edits of 2022 events on or after July 15th is not included in the 2023 renewals.
- d. A "Reload 2022" button is provided to bring in later saved and published edits to a renewal. Of course, Clicking on this button overwrites any editing already done/saved on the renewal in question.
- e. Some minor bugs reported and fixed.

4. Event Sanctioning Improvements (Chris Z.)

- a. Event Special Fees - See article in July 2022 Checkpoint
- b. Support for requesting No stamps for any event, allows clubs to use only cut and paste stamps for traditional events or PSB only events. This also provides "no stamp" support needed for sanctioning of ACE-T, Y, or P events, see Item 7.

5. Renewal How-To PDF and Event Renewal demo during AVA Webinar on July 20th, 2022 (Mike G.)

- a. Link to Renewal How-To PDF added to club my.ava.org home pages.
- b. Link to YouTube recording of July 20th webinar added to club my.ava.org home pages.

6. Edit/New Sanctioning Summary and Renewal Summary (Mike G.)

- a. Developed and deployed "Edit/New Sanctioning Summary" tables on club, RD, and SA home pages as well as on Manage Club reports pages.
- b. Developed and deployed "Edit/New Renewal Summary" reports on RD and SA report pages as well as on Manage Club Report pages.

7. Sanctioning ACE-T, Y, and P Events (Mike G)

- a. The sanctioning of an ACE-T activity employs the my.ava.org club interface for creating new events, while an ACE-Y or ACE-P activity requires using a combination of this club interface and a manual process that includes contacting the club's Regional Director and the AVA National Office.
- b. A new tutorial was created and deployed for the Find a...->Tutorials page under Club Management. Here is a direct link to this tutorial:
https://my.ava.org/find-a-tutorial.php?ACE_sanctioning

8. Improved RD/SA CRON task reporting unapproved events to include renewals (Mike G)

- a. The emails sent to RDs/SAs on Monday, Wednesday, and Friday indicating events requiring approval now show the total number of events needing approval and, of this total, the number of renewals needing approval.

9. IT Checkpoint Articles

- a. "BASE SANCTIONING FEE FOR ONE QUARTER SEASONAL WALKING EVENTS" (May 2022, Mike G.)
- b. "USING THE ONLINE START BOX FOR SHORT TERM SEASONAL EVENTS" (May 2022, Mike G.)
- c. "EDITING DEFAULT PDF EVENT BROCHURE ON MY.AVA" (May 2022, Hector H.)
- d. "YRE/SE RENEWALS FOR 2023" (July 2022, Mike G.)
- e. "PUBLISH, PUBLISH, PUBLISH" (July 2022, Mike G.)
- f. "THE NEW ESR FEATURE ON MY.AVA.ORG" (July 2022, Chris Z.)

10. AVA HQ Staff interface for TE participation Billing reports on my.ava.org (Mike G.)

- a. Developed and deployed TE participation Billing reports interface on my.ava.org (Mike G.)
- b. Includes support of creation of Quicken import files for invoicing (similar to what was done for Event Sanctioning Billing).
- c. Note: TE participation data including billing state is stored on the Legacy ESR system (not my.ava.org).

11. Fixed issue preventing access from legacy ESR to specific my.ava.org php pages to support downloading of OSB credits, ACE-WG participation, E3H credits, and stamp charges for quarterly participation invoices (Mike G.)

- a. Developed and deployed new my.ava.org Manage->Systems->End Of Qtr page/interface
- b. New scheme "pushes" quarterly OSB credits, ACE-WG participation, E3H credits, and stamp charges onto legacy ESR system (where it is stored). (Previous scheme "pulled" data onto legacy ESR system.)
- c. End of Quarter checklist is also documented on this page.

12. Worked with Element3 to provide usable quarterly voucher program participation reports (Mike G.)

- a. These reports are used to determine the number of AVA walk vouchers distributed as OSB credit to each participant's my.ava.org account Event Bank.
- b. These reports are complicated by the data collection feature that, for example, allows a user entering activity information during the 2nd quarter, to indicate that the activities actually occurred in the 1st quarter.

Activities and Plans

1. **Fix bug preventing transfer of events from one club to another via the Edit/New page. (Chris Z.)**
 - a. This is a new feature on the Edit/New page that will allow clubs to transfer events between each other without the aid of the AVA National Office.
 - b. After an event is moved and possibly edited/saved, the receiving club must click on Req Approval on the event's review page.
 - c. Until this feature is ready, RDs/SAs are welcome to contact Mike G. to move already approved events from one club to another.
2. **Determination of whether a TGW/TGB event is the 1st or later (Mike G.)**
 - a. The handling of stamps for Traveling events is being reworked to be more independent from the first Traveling event sanctioned such that traveling stamps can be promptly shipped.
 - b. The determination of whether a TGW/TGB event is the 1st or later, for a given club and calendar year (for billing purposes), needs to occur when the Manage->Financials->Sanctioning Billing Report is created.
3. **Create a new or update existing tutorial to include listing the following useful URLs:**
 - View an event using 6-digit sanction number - <https://my.ava.org/event-view.php?sn=120668>
 - View an event using YRE/SE Y number - <https://my.ava.org/event-view.php?v=Y1598>
 - Club events list (e.g., AVA-0238) - <https://my.ava.org/event-view.php?club=AVA-0238>
 - State events list (e.g., Virginia) - https://my.ava.org/find-an-event.php?sel_st=VA
 - State clubs list (e.g., Pennsylvania) - https://my.ava.org/find-a-club.php?sel_st=PA

Concerns

1. **Publish, Publish, Publish – RDs/SAs need to remind Clubs to “Publish” edited/saved events**
 - a. The new ESR requires clubs to take an extra step (as compared to the legacy ESR) to make any saved event editing publicly available.
 - b. Upon completing the editing of an event, the club must click on the Save/Review button. If the event is not missing critical data (no errors), a “Publish (make public)” or “Req Approval” button will appear at the top of the review page.
 - c. If a “Publish(make public)” button appears, the club must click on it to make their changes publicly viewable.
 - d. If a “Req Approval” appears (due to changing the event city, state, or start/end date), the club must click on it to get RD (and possible State Association) approval. Once the event is approved, the event changes will automatically be made publicly available (no further action required by club).
 - e. RDs, SAs, and clubs now have a Edit/New summary table on their home pages to monitor Edit/New activity for their region, State, or Club respectively.
2. **Significant number of Renewals awaiting RD/SA approval**
 - a. As of 7/29/2022, there were 166 renewals awaiting RD/SA approval, is this because some RDs/SAs do not realize that renewals needing approval appear on a separate page from new events needing approval?
 - b. Starting from the RD/SA homepage, clicking on the “Approvals” tab, then the “Approve renewals” tab lists renewals needing approval as well as events not being renewed.

Recommendations

1. Always show Mapping Services Phrase, including OSB Only events

- a. When the OSB was first deployed, there was a conscious decision to not show the starting point driving directions or any starting point location information for OSB **Only** events. This was to prevent those not familiar with the OSB from expecting to drive to an event starting point and find a physical start box (even though the event was clearly labeled as an OSB event).
- b. Now that the OSB is a more widely used and understood concept, it is more likely that a user will take note that an event is an OSB Only event and therefore realize it has no physical start box.
- c. The IT committee recommends that starting in 2023 for OSB Only events that the "Mapping Services Phrase" (MSP) be displayed when an event is viewed (and a phrase has been entered by the club). Note, the MSP is currently shown for PSB and OSB/PSB as well as all Traditional Events.
- d. This feature would require a number of clubs to take the time to edit/save/publish their OSB Only events to provide a MSP for their OSB Only events. But the MSP would not be a required data entry field.
- e. A general email could be sent to all club POCs about this feature and later a targeted email to those club POCs with OSB Only events that have no MSP.

2. Drop the Club (IT) Operations Manual

- a. The current Club Operations manual is horrendously out of date (based on the Legacy ESR system).
- b. It is not clear that this type of document is needed, as long as the AVA remains an organization of about 200 clubs.
- c. We believe Darrell Neily, who is now serving as Customer Support for OSB and my.ava.org, can provide sufficient personalized help for clubs, who need it, at the level appropriate to the person he is dealing with. This is something that a User Guide / Club Operations Manual cannot do.

**AMERICAN VOLKSSPORT ASSOCIATION
COMMITTEE REPORT**

FOR THE _____ 2023 Olympiad _____ COMMITTEE

FOR THE (Date): August 2022 EXECUTIVE COUNCIL MEETING

FROM : Holly Pelking, Co-Chair

ACCOMPLISHMENTS:

Co-chairs Holly Pelking and Sue Medlin attended numerous regional conferences as well as the Canadian (CVF) national convention in Penticton. Gave presentations in front of at least 700 people.

Canada has committed to having volunteers man checkpoints and other tables for one day during the Olympiad.

Swim venue identified and swim event schedule established

Assorted outdoor venues identified and contracts on hold

Marketing being coordinated by Susan Fine and handled by: Leslie and Komet Communications

Hector has begun adding the events on the Olympiad website

ACTIVITIES:

Continuing our monthly meetings of all committees.

Marketing merchandise and flyers have been designed and distributed through a variety of channels such as: Regional Directors, Co-chairs attending Regional conferences and State meetings.

Weekly summary of registrants is shared every Monday morning to track our progress

Trail marking signs being designed and standardized for walking trails.

Opening and closing ceremonies on a timeline and being scheduled

Sponsorship: Henry is handling sponsorship and has established an **“Ala Carte menu of choices” for sponsors**

CONCERNS:

- International participants. The tracking for European registrants is below expectations. The issue with airlines is a major concern-current luggage handling through Heathrow airport is a major block along with the high airline prices.
- Revenue from registrations at this time is not predictable. Many people are hesitant to book travel for a number of reasons.

RECOMMENDATIONS:

RDs need to continue to encourage their states to register before the early bird cut off. The numbers we see at that point will dictate our merchandise orders, and our event planning.