



Board of Directors Meeting Agenda

Wednesday, May 11, 2022, 6pm – 8pm CT via Teams

1. Call to Order
2. Roll Call of AVA Board - Secretary
3. Call for Introduction of Guests -- Chair
4. Approval of Agenda
5. Approval of Minutes of January 12th Board Meeting
6. Approval of Minutes of March 9th Executive Committee Meeting – Executive Committee
7. CEO/President's Report – Henry Rosales
 - a. Japhet Media Agreement
8. Reports of Officers
 - a. Chair – Nancy Wittenberg
 - b. Vice Chair – Susan Medlin
 - c. Secretary – Cecilia Miner
 - d. Finance Chair -- Audit Engagement Letter – Ed McCabe
9. Preliminary 1st Quarter Financial Report – Erin Grosso
Proposed Revised 2022 Budget for approval -- Erin Grosso
10. Reports of Board Committees
 - a. Report of Governance Committee – Steve Sandridge
 - b. Report of Awards Committee – Carl Cordes
 - c. Report of Nominating Committee – Chris Mellen
 - d. Report of IVV-Americas Special Committee – Bob Morrison, Chair
11. Reports of Operational Committees
 - a. IT Committee Report
 - b. Convention Committee Report on AVA biennial meeting at the IVV Olympiad
February 24, 2023 – Jerry Wilson
 - c. National Programs Committee – Susan Medlin
 - d. Programs Committee – Tim Miner
 - e. Marketing and PR Committee Report – Susan Fine
 - f. Standards and Evaluation Committee (Operational Policies) – Wayne Knapp
12. Reports of Each Regional Director on what they have done to promote attendance at the IVV Olympiad
13. Executive Session – Just board members, no guests, staff, DRDs or CEO
14. Adjournment – Next Board Meeting August 10, followed by November 8, 2022



AMERICAN VOLKSSPORT ASSOCIATION COMMITTEE REPORT

FOR THE _____ Governance _____ COMMITTEE

FOR THE _____ May 11, 2022 _____ EXECUTIVE COUNCIL MEETING

FROM (Name): _____ Steve Sandridge, Chair, 07 Apr 22 _____

ACCOMPLISHMENTS:

Board Member Handbook update complete.

- This document familiarizes new Board members with Board roles and responsibilities.
- The committee completed several edit iterations and updates using the current (5/16/21) Handbook as the baseline. Also included inputs from non-committee members and staff review and comment.
- Discarded several pages of information by removing unnecessary/outdated information and referring the reader to the applicable AVA Guides (Awards, Policy, Club Ops, etc.).
- Removed sample forms by referring reader to applicable AVA website location.
- Added text to expand on non-profit board and strategic board duties.
- Will recommend Board approving new 2022 update at the May 11 2022 EBM.

Revised Governance Committee charter to include systematic governance and policy document reviews every two years beginning in 2024. Will recommend Board approval at May 11 2022 EBM.

ACTIVITIES:

Continuing to review current AVA Policy Manual and provide Standards & Evaluation committee proposed edits and document structure inputs.

Committee to review Bylaws this summer to determine any needed changes along with any required legal review and/or 2023 membership vote to approve changes. Note that administrative or clerical document updates might not require membership vote (TBD).

Committee proposes revised charter to implement a consistent, periodic governance review schedule to ensure all key documents remain current.

CONCERNS:

As reported to the Board February 2022, there continues to be a critical need for AVA to revise its on-line (AVA.org) Form and Document management capabilities and processes.

- Website structure (consolidate and simplify, migrate/retire legacy website forms and document links and pages, etc.).
- First step is to consolidate approved/current versions of AVA documents and forms onto a single, integrated page under the main AVA website (migrate from legacy Club and NEC locations).
- AVA would also benefit from a restricted-access Office 365 document repository of editable master copies of key documents with at least some form of simple version control.

RECOMMENDATIONS:

Board approve revised Board Member Handbook and revised Governance Committee Charter.

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

[Print Form](#)[Reset Form](#)[Submit AVA Committee Report to AVA Headquarters by Email](#)

AVA Governance Committee Charter (07 Apr 2022)

Committee Purpose: A Board of Directors standing committee that reviews or tasks for review, at least every two years, all AVA governance, policy documents and proposals, and recommends any needed changes.

Reports to the Board: The Board may vote to approve committee recommended document changes.

Communication: Works with the Executive Director to assure timely staff policy updates and release of approved information.

Committee membership and operations: Board Chair appoints the committee chair. The Board and Committee Chairs may select other qualified AVA associate members to serve on the committee. The Board or Clubs may submit document changes. Revised documents should be thorough but concise and cite relevant source documents rather than repeat information available and maintained elsewhere.

Frequency of meetings: As needed, at least quarterly, typically via teleconference meetings.

Governance Committee Scope of Work: The committee will ensure AVA policies and guidance are updated or certified current every two years in even-numbered calendar years beginning in 2024 or as requested by the Chair or CEO. The committee will propose updates to select documents such as the Bylaws and Board of Directors Handbook and will task headquarters staff or appropriate committees responsible for other key documents to review, update or certify their document as current. In order to maintain status of key AVA documents, the committee will update and maintain the following non-inclusive document list going forward:

ID	As of Date	Owner/Manager/OPR	Document Title and Purpose (status 07 Apr 22)
1	<u>2016</u> 0916	Carl Cordes / Awards Cmte	AVA Recognition Awards Program-Guidelines for Nominations.
2	<u>2021</u> 0511	Training Cmte (TBD)	AVA Trailmaster Guide and Trailmaster Certification. Current? Sharon Moats updating?
3	<u>2018</u> 0208	Mike Green TBD	Club Operations Guide (Club ops, IT "how to")
4	<u>2021</u> 0507	Governance Cmte	AVA Certificate of Formation (was Articles of Incorporation). Current.
5	<u>2021</u> 0503	Governance Cmte	AVA Bylaws. Current. Gov cmte reviewing potential administrative edits summer 2023-24
6	<u>2017</u> 0513	Staff	AVA Privacy Policy and Procedures
7	<u>2018</u> 0208	Standards & Ops Cmte Wayne Knapp	"Club" Policy Manual (actually "AVA" Policy Manual?) Updates in progress.
8	<u>2016</u> 1125	Ad Hoc TBD	IVV Guidelines. Committee of Bob Morrison, Tim Miner and Chris Mellen, maybe others?
9	<u>2017</u> 0513	Staff	AVA Conflict of Interest Policy. Review, update, certify current?
10	<u>2012</u> 0120	Staff	AVA Whistleblower Policy
11	<u>2020</u> 0731	Governance Cmte	BOD Handbook (update finalized April 2022)
12	<u>2021</u> 0521	Staff	Risk Management Guidelines
13	<u>2011</u> 0826	Staff	AVA Conflict of Interest Policy
XX			Other documents as required

American Volkssport Association

IVV AMERICAS SPECIAL COMMITTEE CHARTER

(Proposed 11-12-21)

Organization: The IVV Americas Special Committee shall be chaired by an Associate Member of the AVA designated by the Board Chair. The Board Chair or Committee Chair shall select other qualified AVA Associate Members to serve on the committee.

Purpose of the Committee: The Committee will explore the possibility of AVA joining IVV Americas.

Committee Reports to: the Board of Directors and takes direction from the AVA Board Chair.

Staff to Committee: The President/CEO as needed.

Frequency of meetings: Meetings as required will be held electronically and called by the committee chair.

Scope of work for the IVV Americas Special Committee:

- 1) Review previous efforts to join IVV Americas and determine legitimacy of findings.
- 2) Review the bylaws of IVV Americas.
- 3) Determine the requirements for joining IVV Americas.
- 4) Recommend whether AVA should join IVV Americas.
- 5) Recommend policies and procedures to strengthen relations between AVA and other IVV Americas countries, especially CVF, even if the committee does not recommend joining IVV Americas at this time.
- 6) Recommend any action to be taken in the future.
- 7) Report to the Board of Directors at its meetings.

**American Volkssport Association
America's Walking Club
IVV-Americas Special Committee Report**

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American Volkssport Association
America's Walking Club
IVV-Americas Special Committee Report

Executive Summary

With unanimous approval and great enthusiasm for a future relationship with IVV-Americas, the Committee brings this motion to the Board of Directors: The IVV Americas Special Committee of AVA moves that AVA immediately take steps to join the IVV-Americas Continental Association as a Member National Association and appoint a committee to liaise with IVV-A and representatives from other national associations.

The Committee finds exciting opportunities and considerable value for AVA in joining and becoming an active member of IVV-A. For example:

- closer coordination in the Americas to support the two existing IMLs in USA and the 2023 Olympiad
- building on the Olympiad going forward and encouraging international participation in AVA events/clubs.
- there is a strong potential for developing programs between the U.S., Canada and Australia, etc.
- AVA participation in a future continent wide "Ameripiad" event
- the opportunity to take a leadership role in the IVV-A Continental Association

The Committee also examined past concerns raised concerning AVA's joining IVV-Americas. For example:

- The Committee reviewed prior issues of membership in depth and now that the organization has an established set of bylaws and an operating track record, the committee has concluded that none of these past issues should dissuade AVA from joining IVV-Americas.
- After reviewing the current IVV-A bylaws, the Committee has concluded that nothing in the IVV-A bylaws should dissuade AVA from joining IVV-Americas.
- After reviewing the requirements to join IVV-A, the Committee has found nothing that should dissuade AVA from joining IVV-Americas.
- After reviewing IVV-A's current activities and financial condition, the Committee has found nothing that should dissuade AVA from joining IVV-Americas.

This report concludes the work of The IVV Americas Special Committee of AVA, respectfully submitted by: Tom Baltes, John McClellan, Chris Mellen, Tim Miner, Bob Morrison, Mike Nagan

**American Volkssport Association
America's Walking Club
IVV-Americas Special Committee Report**

Purpose of this Committee:

AVA has asked this committee to explore a possible future relationship with IVV Americas. (See Appendix D for the committee charter)

Committee Membership:

Tom Baltes, John McClellan, Chris Mellen, Tim Miner, Bob Morrison, Mike Nagan.

Review of previous concerns about joining IVV-A

The issues that arose during earlier considerations about joining IVV-Americas (IVV-A) were:

- subordination of AVA's organizational control to governance by IVV-A
- equal representation in IVV-A, given size differential between the member nations;
- the ability to resign if considered necessary in the future
- what responsibility AVA would have in funding the soon to be created organization
- an impact on AVA's nonprofit tax status from joining this foreign corporation

The Committee reviewed these issues in depth and now that the organization has an established set of bylaws and an operating track record, the committee has concluded that none of these items presents an impediment to AVA joining IVV-Americas. The issues are discussed further in Appendices A and B.

Review of IVV-Americas Bylaws

IVV-A was incorporated in Canada. The bylaws (See Appendix F) as amended have been in place since March 27, 2015. These bylaws comply with Canadian Corporations law for nonprofit corporations which are not unlike those that would comply with nonprofit incorporation in the U.S. and the State of Texas.

The Committee's review of the IV-A bylaws found IVV-A bylaws:

- Would not require AVA to do anything that would be contrary to its governing documents, current practices or maintenance of its tax-exempt status.
- Would provide ample representation for AVA on the Governing Council (the equivalent of AVA's Board of Directors) as well as the General Assembly (the equivalent of AVA's General Membership Meeting.)
- Only member country associations are allowed to vote.
- At any time that AVA finds membership in IVV-A to be undesirable, the IVV-A bylaws provide for an orderly resignation.

After reviewing the current IVV-A bylaws, the Committee has concluded that nothing in the IVV-A bylaws presents an impediment to AVA joining IVV-Americas.

Current Status of IVV-A

The committee met by Zoom on March 29th with the IVV-A officers to gain an accurate sense of the organization's status and future.

- Current Membership: Canada; Australia
- Planning: IVV-A is in the early stages of planning an Oceaniapaid in 2026. Members of the committee will be attending the San Antonio Olympiad and IML to study our process.
- Financial Condition: The organization's financial position is stable and reflects favorably on past financial management practices. (See Appendix E for financial statements)
- Dues: IVV-Americas last charged dues in 2019 and has had more than sufficient funds to conduct operations without dues for the past two years.

After reviewing IVV-A's current activities and financial condition, the Committee has found nothing that presents an impediment to AVA joining IVV-Americas.

Requirements for Joining IVV-A

- Sample letter from AVA requesting membership in IVV-Americas: Appendix C
- Annual Dues: None at the moment
- Recommendation for strengthening relations with other national associations
 - Invite national associations to provide liaisons to meet AVA's programs committee to help establish joint activities
 - Collaborate in producing an Oceaniapaid in 2026

After reviewing the requirements to join IVV-A, the Committee has found nothing that presents an impediment to AVA joining IVV-Americas.

Reasons to Consider Joining IVV-A

- IVV-A has indicated that they would welcome AVA as a member
- Membership could improve relations with IVV, possibly leading to more U.S. based Olympiads and prominence in conducting an Americaspaid
- Gain the opportunity to contribute to the growth of Volkssporting by being a leading member of the Continental Association from within the organization
- Many northern border states already collaborate extensively with Canadian clubs so this builds on these existing relationships
- Chance to create new walking opportunities for AVA participants across the continent. For example: a "capitals of the hemisphere" challenge.
- Opportunities to create world-class, Americas World-Cup Events even in countries where no IVV affiliated clubs presently exist

The Committee finds considerable value for AVA in joining and becoming active in IVV-A.

Motion to the AVA Board of Directors

The Committee moves that AVA take steps to immediately join IVV-Americas Continental Association and appoint a committee to liaise with IVV-A and representatives from other national associations.

**American Volkssport Association
America's Walking Club
IVV-Americas Special Committee**

Appendix A – History & Review of previous concerns about joining IVV-A

IVV-Americas (IVV-A) Background Information

Recognizing the need for change, IVV began a process of decentralizing in 2009. This led to the creation of continental associations to promote world-wide growth of Volkssporting by encouraging groups of National Organizations in various parts of the world to cooperate in creating and marketing Volkssport offerings that best match the needs and interests of people of differing cultures. Presently, there are three IVV recognized Continental Associations: Europe, the Americas (& Oceania) and Asia.

Review of previous concerns about joining IVV-A

AVA considered joining IVV-A in 2013 during its formation. Because the organization had not been fully developed at that time, certain concerns arose. The committee addressed each of these issues:

- Subordination of AVA's organizational control to governance by IVV-A

With the bylaws unfinished in 2013, it was easy to believe that the IVV-A governance might overwhelm governance by each member country. With the organization formed and the bylaws last amended on March 27th, 2015, this has not happened with any of the current members and, as IVV-A is organized, is realistically not possible.

- Equal representation in IVV-A, given size differential between the member nations

IVV-A is a cooperative organization and voting membership consists of two representatives from each member country. In that sense, each country is considered equal without respect to current membership. This may be likened to the situation in the U.S. where the AVA Board of Directors includes 10 Regional Directors who each have equal votes even though they represent dramatically differing numbers of clubs.

IVV-A Paragraph 40 states: "The General Assembly is the supreme organ of the Federation. The voting membership consists of the members of the Governing Council plus two delegates from each member national association." IVV-A Paragraph 49 states: "The Governing Council is composed of the President, at least one but not more than three Vice-Presidents, a Treasurer and a Secretary. No more than one person from within the geographic area of a member association may hold a position among the President and Vice Presidents, and no more than two persons among all Governing Council offices."

The total Governing Council membership could be comprised of three officers from Canada, two officers from Brazil and one officer from AVA, plus two from each member country.

The total membership, under these circumstances is 12 members. AVA would have at least three members. This is not a majority but is sufficient representation to be influential. If AVA is to become a member, it behooves AVA to be an active participant at the Council to make sure that its interests are protected.

- The ability to resign if considered necessary in the future

IVV-A paragraph 26 states: "Membership in the Federation expires by virtue of disbandment, resignation or expulsion." IVV-A paragraph 27 states: "Resignation can only be made by giving notice in writing, sent by registered post, to the Federation registered office, not later than three months before the end of the financial year."

The financial year is January 1 to December 31. This means September 30th of each year is the last day to resign effective January 1 of the ensuing year. Considering budgeting matters, that notice period seems reasonable. If AVA becomes disenchanted with IVV-A, it is possible to resign in an orderly manner for all concerned.

- What responsibility AVA would have in funding the soon to be created organization

IVV-A received a grant of 5,000 Euros upon formation from IVV and has managed the funds responsibly. Any extraordinary expenditures and commitments that would bring hardship to AVA would be addressed by the General Assembly. AVA would a substantial vote in approving any funding proposals. This should offer sufficient protection against IVV-A obligating the organization and its members to unsustainable debts. (See Appendix F)

- How is AVA's nonprofit tax status impacted joining this foreign corporation

IVV-A is designed to help coordinate activities and enhance cooperation between the member national organization. The governing documents prescribe very similar missions for AVA and IVV-A. Both organizations are part of IVV, their international parent. Also, IVV-A does not have the authority to compete with national organizations by sanctioning events in member countries. A fully detailed analysis of this issue is in Appendix B.

Therefore, since geographical perspective is the only substantive difference between the two organizations, if AVA were to form a strategic alliance with IVV-A by becoming a member, and if the organizations continue to remain true to their stated purposes, this membership should not have any adverse impact on the tax-exempt status of either AVA or IVV-A.

**American Volkssport Association
America's Walking Club
IVV-Americas Special Committee Report**

Appendix B - Would joining IVV-A jeopardize AVA's tax-exempt status?

Requirements of the Internal Revenue Code

Requirements for the tax exempt status that AVA enjoys under Section 501(c)(3) specify that Corporations must be organized and operated exclusively for ... religious, charitable, scientific, testing for public safety, literary, *educational purposes, or to foster national or international amateur sports competition* where no part of the net earnings inures to the benefit of any private shareholder or individual, no substantial part of the activities of which is carrying on propaganda, or otherwise attempting to influence legislation (with some exceptions), and which does not participate in, or intervene in any political campaign on behalf of any candidate for public office."

Other than the reason for organizing as an NPO, the laws do not try to prescribe what an NPO may do, but clearly prescribe what activities an NPO must not engage in. The organization must be operated *primarily* for the exempt purpose stated in its governing documents. An "insubstantial part" of the organization's activities may be devoted to non-exempt purposes, such as operating an unrelated business.

Requirements of Texas State Law

Texas State law is even broader stating "A nonprofit corporation *may be created for any lawful purpose, or purposes* permitted by the Texas Business Organizations Code." Consistent with IRS requirements, further states; "Nonprofit corporation" means a corporation no part of the income of which is distributable to members, directors, or officers [BOC, Section 22.001(5)].

AVA Bylaws

The AVA Restated and Amended Bylaws state: The Corporation is organized and operated to: (1) to promote public health, physical fitness, and well-being of the people of the United States, its possessions, trusts, territories, dependencies, and overseas military bases and diplomatic missions; (2) to act as the official representative of the IVV in the United States, to be the official representative of the United States at all meetings of the IVV, and; (3) to administer the IVV Achievement Awards Program in the United States.

To carry out these functions, the Bylaws explain further that part of its mission is to develop and implement a program of public information and education to engender interest in scheduled programs of noncompetitive, family oriented, participatory lifetime sports and to sanction events in conjunction with or under the auspices of the IVV, the AVA and *other organizations that align with our mission to do all things necessary and incidental.*

Acceptability of Our Stated Mission

Since both the Texas Secretary of State and the Internal Revenue Service have approved AVA's status as a nonprofit corporation eligible to receive tax exempt donations, AVA's Restated and Revised Bylaws and, in particular its stated mission, clearly comply with the governmental requirements.

IVV-Americas Stated Mission

The reasons for creation of the International Federation of Popular Sports – Americas (IVV-Americas) as stated in their Bylaws are not contrary to those of AVA. They state: "The Federation is a voluntary membership corporation, organized ... exclusively for *educational purposes, promoting public health, physical fitness and will-being of people* among the countries of the Americas, the Caribbean and the South Pacific."

The IVV-A Bylaws state: "The Federation does not follow any profit-oriented or commercial entity aims. The financial means of the Federation may only be used for purposed in accordance with the bylaws." And the bylaws further state that personal inurement is not allowed: "No one, neither a person nor a legal entity, shall benefit through grants or through inappropriate reimbursements, the purpose of which is alien to that of the Federation."

A reading of these various documents regulating and creating the two organizations brings one to the conclusion that the only difference in the purpose and operating characteristics of these two organizations is geographical perspective.

Conclusion

IVV-A is designed to help coordinate activities and enhance cooperation between the member national organization. The governing documents prescribe very similar missions for AVA and IVV-A. Both organizations are part of IVV, their international parent. Also, IVV-A does not have the authority to compete with national organizations by sanctioning events in member countries.

Therefore, since geographical perspective is the only substantive difference between the two organizations, if AVA were to form a strategic alliance with IVV-A by becoming a member, and if the organizations continue to remain true to their stated purposes, this membership should not have any adverse impact on the tax-exempt status of either AVA or IVV-A.

**American Volkssport Association
America's Walking Club
IVV-Americas Special Committee**

Appendix C– *Sample* AVA letter requesting membership in IVV-Americas

Diana Marshall, President
IVV-Americas
251 Bank Street
Ottawa, ON K2P 1X3
Canada

Dear Ms. Marshall:

The American Volkssport Association formally requests that the International Federation of Popular Sports - Americas Governing Council grant the American Volkssport Association membership as a Member National Association in IVV-Americas with all rights and responsibilities prescribed by the IVV-Americas bylaws.

This request was approved by the Board of Directors of AVA at their regular May, 2022 meeting.

AVA looks forward to receiving your favorable response and is prepared to appoint delegates to the Governing Council.

Respectfully,

Henry Rosales, President and CEO
American Volkssport Association

**American Volkssport Association
America's Walking Club
IVV-Americas Special Committee**

**Appendix D – IVV-Americas Special Committee Charter
& Committee Communications**

American Volkssport Association

IVV AMERICAS SPECIAL COMMITTEE CHARTER

(Proposed 11-12-21)

Organization: The IVV Americas Special Committee shall be chaired by an Associate Member of the AVA designated by the Board Chair. The Board Chair or Committee Chair shall select other qualified AVA Associate Members to serve on the committee.

Purpose of the Committee: The Committee will explore the possibility of AVA joining IVV Americas.

Committee Reports to: the Board of Directors and takes direction from the AVA Board Chair.

Staff to Committee: The President/CEO as needed.

Frequency of meetings: Meetings as required will be held electronically and called by the committee chair.

Scope of work for the IVV Americas Special Committee:

- 1) Review previous efforts to join IVV Americas and determine legitimacy of findings.
- 2) Review the bylaws of IVV Americas.
- 3) Determine the requirements for joining IVV Americas.
- 4) Recommend whether AVA should join IVV Americas.
- 5) Recommend policies and procedures to strengthen relations between AVA and other IVV Americas countries, especially CVF, even if the committee does not recommend joining IVV Americas at this time.
- 6) Recommend any action to be taken in the future.
- 7) Report to the Board of Directors at its meetings.

Saturday, March 26, 2022 at 11:22:34 Pacific Daylight Time

Subject: Re: IVV-Americas

Date: Monday, March 14, 2022 at 5:46:58 AM Pacific Daylight Time

From: Diana Marshall

To: morrisonr@comcast.net

CC: Brenda Dudfield, tlbaltes@aol.com, Timothy Miner, chris mellen, Mike Nagan, JohnMc

Hi Bob,

We have our Aussie Peace Walk coming up on 26-27 March and I will be interstate for the next week prior to that, so a meeting on 29, 30 or 31 March (your time) would suit me best too.

Regarding your questions:

1. Yes, most definitely!
2. Yes, they are the current bylaws, but I have proposed a complete review and have made a start on this - happy to also involve the AVA if you do join us.
3. IVV-Americas currently has a little over C\$7600 - we did get a grant from the IVV - we are financially very strong with few expenses to cover - our income is also small at the moment because we have decided not to collect membership dues.
4. Very limited activity at the moment, due in part to COVID

Re future plans, I would like to see the IVV-Americas special programs (currently Walk IVV Americas) promoted at the IML events as a prime fundraiser - this is where we can capture the interest of visiting international walkers who are attracted to these types of programs. I was able to sell a number of books at the Rotorua Walking Festival in 2020, immediately prior to the COVID lockdowns & had hoped to sell many more at the Canberra event. Once we deplete the current stocks of awards we can come up with a new program that better captures the region (ie more inclusive of Oceania).

We had a failed attempt at hosting an Americaspiad in Brazil in 2020 - I don't think Brazil are ready for an event of this nature, but I would like to see the AVA host one in the future (maybe in 2028) - Australia are in the pre-planning stage to host an Oceaniapiad in 2026 - I am planning to go to San Antonio next year to see how they combine the Olympiad with their IML event. An Americaspiad event (particularly the inaugural one) would be very attractive to international walkers who will want to collect the bar!

I think I previously sent you my President's report to the AGAM last year. I'm happy for you to also have a copy of the draft minutes (to be ratified at the next AGAM) and the financial report - I have asked Brenda to send these to you.

Looking forward to catching up at the end of the month.

Regards, Diana

American Volkssport Association
America's Walking Club
IVV-Americas Special Committee

Appendix E – IVV-Americas Documents

- **Financial Statements**
- **8th Annual General Assembly Meeting**

IVV-Americas
8th Annual General Assembly Meeting
SUNDAY, MAY 30, 2021
By Zoom video-conference
Moderated by Secretary, Brenda Dudfield
MINUTES OF MEETING



1. CALL TO ORDER: 3:03 pm PST - by President Diana Marshall,

Governing Council:

President:	Diana Marshall - Australia
Vice-President:	Beverley - Canada
Secretary:	Brenda Dudfield - Canada
Treasurer:	Michelle Demers - Canada

Country Delegates:

Diana Marshall - Australia - 2 votes
 Beverley Catrall - Canada

Affiliate Members:

Ontario International Walking Festival	Graham Fawcett
Olympic Peninsula Explorers	Todd Oberlander
Evergreen Wanderers	Mike Naden

Individual Members:

Todd Oberlander
 Mike Naden

Guests:

David Hall	President, Canadian Volkssport Federation
Rafael Freitag	President, Anda Brasil (not a member in good standing)

Not in Attendance:

Michele Bell - Executive Assistant - Canada
 Philip Longmire - Delegate - Canada

2. VERIFICATION OF QUORUM:

Secretary Brenda Dudfield verified that a quorum was met.

3. AGENDA:

a) Adoption of Agenda:

Everyone approved Agenda as presented

b) Record of Attendance:

Spoken verbal responses qualified as the Record of Attendance. Attendees introduced themselves

4. APPROVAL OF LAST AGAM MINUTES OF February 27, 2020

Motion by Brenda, Seconded by Diana, that the minutes be adopted as distributed.
CARRIED.

5. BUSINESS ARISING FROM THE MINUTES: Nothing needed to be discussed.

6. NEW BUSINESS:

Diana thanked Brenda for her assistance, Michelle for simplifying the treasury and Beverley for stepping up after Ethel Hansen's passing.

7. REPORTS -

a) President Diana's report was emailed just prior to the meeting, copy attached. Diana reiterated some of her comments.

b) Vice President - Beverley had no report

c) Secretary - Brenda - submitted the required 2020 report to Corporations Canada and will do the same following this meeting.

d) Financial Statements - Michelle - these were distributed prior to the meeting.

i) Treasurer - Michelle Demers - Net income was \$66.66. There is only one Canadian Bank Account, foreign exchange is converted. Balance \$7,076.58

ii) Auditor's report and appointment of Auditor for 2021 - Michele reported that as there was so little activity on the account in 2020, Dave Rupar has agreed to check over the accounts at the end of 2021 and do both years together.

iii) The 2020 Budget was the same as the Income statement. Budget for 2021 and 2022 is the same.

MOTION: was made by Mike that the proposed Budget be approved. Beverley wondered if we should allocate some assistance for Diana to attend the Congress, however Graham believed that Continental Associations' President were paid by IVV, also Diana doesn't usually claim anything as she travels anyway. She will see if she extends her stay for additional nights, but Aussie Walks often covers. Beverley said the Budget can always be changed. Seconded by Diana. CARRIED.

8. OTHER BUSINESS:

Website follow up: Diana was reluctant to spend any more money on a website and was surprised as to how much had been spent, to no avail. Any website has to be kept up to date, and she felt there were other ways to circulate information. She felt there were some low cost options. Beverley said she had recently done a new website for the Canadian Volkssport Federation and would give Diana information for consideration, there is no charge. Mike felt there should be some presence on the web. Diana said there was basic information on the IVV website. The By-Laws document could be on the main page. Facebook has a few members, but not everyone present was on Facebook. Events could be posted there, key items and the By-laws.

The Walk IVV-Americas Programme needs to be updated. It needs to be promoted at events and Diana had hoped to sell some at the IML events in Rotorua and Canberra, however due to COVID-19 that was not possible. We need to run down our stock and create something in future, as a revenue source. IML Events and Conventions, Congress in Ottawa are great events to promote the programme.

Diana is reviewing the By-Laws, which are extremely lengthy and there are inconsistencies. She hopes to share them with the membership when complete and call a Special Meeting, at the Congress in Ottawa or at a convention to approve them.

Graham reported that the IVV Presidium has forgiven the start-up loan given to IVV-A and there is no need to report how it was spent.

Discussion about the name IVV-America-Oceania, geographically includes North and South America, the Caribbean and South Pacific, no need to mention countries individually. The name had been in the By-Laws. Mike mentioned that parts of the Caribbean belong to other countries.

Graham said that IVV allows members from anywhere to join i.e. Cuba, it excludes mention of the Caribbean.

Next AGAM - date to be determined.

10. ADJOURNMENT: MOTION to adjourn was made at 3:37 PST.
CARRIED.

Respectfully submitted

Brenda Dudfield,
Secretary

2021 President's Report for General Assembly – IVV Americas (& Oceania)

Prior to the 2020 General Assembly I outlined some of the issues facing IVV-A and suggested some actions for the short and longer term. At that meeting I was formally elected president. At the same time the worldwide impacts of COVID-19 were beginning to be felt, but we were yet to realise the extent of the impact on our ability to participate in both local and international walking events, with almost all events cancelled or deferred in 2020 and many more still being cancelled well into 2021. We are still facing so much uncertainty for the years to come and long term planning is difficult as a result.

Since the last General Assembly meeting I have the following to report:

- IVV-A Vice President, Ethel Hansen passed away in May and will be sorely missed. Ethel was a massive contributor to the IVV at the club, national and continental levels, previously serving as President of both her local club (Bastion City Wanderers) and of the Canadian Volkssport Federation.
- Beverley Catrall generously stepped up to fill the vacancy as Vice President. Beverley similarly has a long history as a significant contributor to the IVV/CVF in Canada.
- Both Brenda Dudfield and Michelle Demers have done an outstanding job in their roles of Secretary and Treasurer, respectively, making my job much easier as a result.
- An IVV-A report was submitted to the 2020 IVV Congress.
- I participated in the IVV Strategic Planning process, coordinated by Graham Fawcett, with input also from Doug Jackson (CVF) and David Bonewitz (AVA) in our region. My particular focus was on moving the IVV towards a digital platform in lieu of the current stamps and books. A copy of the paper is available for anyone interested. The final outcome of the IVV Strategic Planning process is subject to the integration of the inputs from the two sub-committees.
- The IVV-A bylaws are under review by the Governing Council in the first instance before circulation to the national member organisations. See attachment for some of the key changes that I am proposing.
- The Governing Council agreed that we will not collect membership fees in 2020 and 2021. This is not retrospective to pre-2020, noting that Brazil is currently in arrears for 2019. While we retain the option of reintroducing a membership fee in the future, we hope to be able keep our operating expenses to a minimum and cover them via other means. The organisation's financial position is healthy.
- The IVV-A Facebook Group attracts a reasonable level of engagement with 323 members. Group rules have been instituted primarily to stop the unsolicited advertising of walking events in areas outside of the IVV-A region. New members are also asked to answer two questions and agree to the rules prior to being granted access to the group.

The IVV-A website is no longer operational despite \$841 being spent on the design and development of a new website in 2017. Continued expenditure on a separate web presence for IVV-A is not considered value for money, and also requires dedicated volunteer effort and expertise to ensure it is kept updated.

Looking forward, in addition to reviewing the Bylaws, I hope to be able to announce a candidate for an Oceaniapiad or Americaspiad in coming years, but will have to wait until the COVID situation is better under control and border restrictions are largely lifted.

Much of the attraction of the IVV is in the community and fellowship of walking with like-minded people around the world. Let's hope we can all meet in person again at a walk sometime soon. If border restrictions permit, I hope to get to the IVV Congress in Canada next year and would like to have our next General Assembly Meeting "in person" for IVV Americas (& Oceania) at that time. If the review of the Bylaws is completed prior to that time we may call a special General Assembly meeting to approve them formally.

Diana Marshall
President, IVV-Americas (& Oceania)

Attachments:

A: Proposed Key Changes to the IVV-A Bylaws

B: Extract from current Bylaws

Attachment A: Proposed Key Changes to the IVV-A Bylaws

(Noting that these are proposed changes following an initial review by the President only at this time and are yet to be reviewed and accepted by the Governing Council and ultimately the General Assembly.)

Key Objective of Changes:

Simplify and provide better focus – recognising that the limitations of a small volunteer organisation and its relationship with the member national organisations.

Main Changes Proposed:

1. Name change to better reflect the membership (to IVV-Americas and Oceania, abbreviated as IVV-AO)
2. Have one category of membership only at national level (still to determine how to best involve countries without a national organisation such as New Zealand)
3. Narrow the purpose of IVV-AO as follows:
(see Attachment B for the current official purpose, with 9 goals)
 - a. act as the official representative at the continental level for the IVV within the Americas and Oceania (including the Caribbean);
 - b. act as the official representative of its members at meetings of the IVV United Presidium;
 - c. assist in organization and performance of events of member associations within the geographic jurisdiction of the Federation, and to promote unity among its members;
 - d. balance the interests of, and provide assistance to, members; safeguard their overall interests and maintain good relations and cooperation with the IVV;
 - e. promote the fun and benefits of walking (including jogging and running), bicycling, swimming, cross-country skiing and such other events as may be sanctioned by IVV.
4. Remove the need for elections, other than for President:
 - Each national member country to nominate a suitably qualified Vice President (one of which will be voted in as President, if willing to assume the role) – noting that IVV-AO should be operating in a manner that is consistent with the goals and priorities of the member countries and the Vice Presidents should be representing the interests of their parent organisations
 - CVF to nominate a suitably qualified Secretary and Treasurer (or combined Secretary/Treasurer if necessary), given that the organisation is constituted/registered with Industry Canada and the bank account is also in Canada.
5. Each national member country to have one vote at General Assembly meetings. The President of each national member country to be the appointed delegate, or their proxy. Additional attendees are welcome as observers.

Attachment B: Extract from current Bylaws

The purposes of the Federation are to:

- A. develop and implement programs of public information and education to create interest in and understanding of scheduled programs of non-competitive, family-oriented, participatory lifetime sports and to support a preventive maintenance concept in health care;
- B. act as the official representative at the continental level for the IVV within the Americas, the Caribbean and the South Pacific;
- C. act as the official representative of its members at meetings of the IVV United Presidium;
- D. promote popular sports to serve peace and create a better understanding of fair play, without discrimination on the basis of political attitudes, gender, religion, ability, race or other reasons;
- E. assist in organization and performance of events of member associations within the geographic jurisdiction of the Federation, and to promote unity among its members;
- F. balance the interests of, and provide assistance to, members; safeguard their overall interests and maintain good relations and cooperation with the IVV;
- G. represent the interests of the members and assist the IVV at international organizations such as the United Nations, World Health Organization, the Olympics movement and the International Olympics Committee;
- H. stress the fun and exhilaration of walking (including jogging and running), bicycling, swimming, cross-country skiing and such other events as may be sanctioned by IVV;
- I. promote the aims of environmental protection and conservation as a way to maintain a balance between the needs of popular sports and the environment and to preserve the right of access in the outdoors.

American Volkssport Association
America's Walking Club
IVV-Americas Special Committee

Appendix F – IVV-Americas Bylaws

(Enclosed as a separate file)

The International Federation of Popular Sports – Americas

Bylaw – No.1

Bylaw No. 1 being a Bylaw relating generally to the transaction of affairs of the **The International Federation of Popular Sports – Americas**, (abbreviation **IVV-Americas**) herein referred to as the Federation.

DEFINITIONS

In this bylaw and all other bylaws of the Federation, unless the context otherwise requires:

- a. “Act” means the *Canada Not-for-profit Corporations Act* S.C. 2009, c.23 including the Regulations made pursuant to the Act, and any statute or regulations that may be substituted, as amended from time to time;
- b. “ad hoc committee” is a committee established by the Governing Council for the purpose of resolving special short term issues;
- c. “affiliate members” are private commercial or public organizations and corporations, (e.g. recreational travel enterprises, tourist agencies and information services, etc.) whose primary purposes are recognized to be compatible with the purpose of the Federation. On the basis of this affiliation with the Federation, they are granted affiliate membership authorized to sponsor volkssport events, subject to IVV, the Federation and National associations’ standards;
- d. “annual general meeting” is a general meeting of the Federation held annually as required by the Federation by-laws;
- e. “articles” means the original or restated articles of incorporation or articles of amendment, amalgamation, continuance, reorganization, arrangement or revival of the Federation;
- f. “by-law” means this by-law and any other by-laws of the Federation as amended and which are, from time to time, in force and effect;
- g. “direct member club”, where a national popular sports association does not exist in a country, a direct member club in that country that belongs to the IVV may also join the Federation as a direct member club;
- h. “Federation” means The International Federation of Popular Sports – Americas, (IVV-Americas);
- i. “General Assembly” is the supreme organ of the Federation. It consists of the members of the Governing Council, the elected or appointed members of each member national association, as well as individual members and representatives of direct member clubs;
- j. “Governing Council” means the board of directors of the Federation;
- k. “general meeting” is a meeting of the members summoned by the governing council at any time;
- l. “honourary members” are individuals, groups or organizations on whom the governing council have conferred this special status in recognition of their conspicuous support to and promotion of the Federation;

- m. “individual members” are members in good standing of any volkssport organization who may receive individual membership recognition upon application;
- n. “in good standing” means continuously meeting all responsibilities;
- o. “IVV” means Internationaler VolkssportVerband;
- p. “meeting of members” includes an annual meeting of members, a general meeting of members or a special meeting of members; “special meeting of members” includes a meeting of any class or classes of members and a special meeting of all members entitled to vote at an annual meeting of members;
- q. “member(s)” refers to the five (5) categories of members. Those categories are: member national association, direct member club, affiliate, individual and honorary.
- r. “member national associations” are national popular sports associations within the geographic areas of the Federation which are also members of IVV and whose applications for membership with the Federation have been approved;
- s. “ordinary resolution” means a resolution passed by a majority of not less than 50% plus 1 of the votes cast on that resolution;
- t. “motion” means a formal proposal, put orally or in writing to a meeting and requires a ‘seconder’ before debate and a vote. See “resolution”;
- u. “officers” are the President, Vice-President(s), Secretary and Treasurer;
- v. “proposal” means a proposal submitted by a member of the Federation that meets the requirements of section 163 (Shareholder Proposals) of the Act;
- w. “proxy” relating to voting means: (1) the authorization document given to a substitute representative; (2) a person authorized to act as a substitute, a proxy holder, (3) a vote cast by this means;
- x. “Regulations” means the regulations made under the Act, as amended, restated or in effect from time to time;
- y. “resolution” means a formal proposal, often prefaced by written explanatory rationale for the proposal, to a meeting, a board, or a committee detailing action to be taken to resolve a significant major issue. See “motion”;
- z. “special general meeting” is a general meeting of the members summoned by the governing council at the request of those members who hold five percent (5%) of the voting rights;
- aa. “special resolution” means a resolution passed by a majority of not less than two-thirds (2/3) of the votes cast on that resolution; and
- bb. “volkssports” are non-competitive, untimed, recreational activities, (e.g. walking, cycling, swimming, cross-country skiing, skating, etc), performed by any individual during a sanctioned event, using only personal human energy.

NOT-FOR-PROFIT STATUS

The Federation is a voluntary membership corporation, organized under the laws of the *Canada Not-for-profit Corporations Act* and organized exclusively for educational purposes, promoting public health, physical fitness and well-being of people among the countries of the Americas, the Caribbean and the South Pacific.

The Federation does not follow any profit-oriented or commercial entity aims. The financial means of the Federation may only be used for purposes in accordance with the bylaws. The General Assembly alone is responsible for authorizing the granting of funds to Members for the promotion of popular sports.

No one, neither a person nor a legal entity, shall benefit through grants or through inappropriate reimbursements, the purpose of which is alien to that of the Federation.

PURPOSE

The purposes of the Federation are to:

- A. develop and implement programs of public information and education to create interest in and understanding of scheduled programs of non-competitive, family-oriented, participatory lifetime sports and to support a preventive maintenance concept in health care;
- B. act as the official representative at the continental level for the IVV within the Americas, the Caribbean and the South Pacific;
- C. act as the official representative of its members at meetings of the IVV United Presidium;
- D. promote popular sports to serve peace and create a better understanding of fair play, without discrimination on the basis of political attitudes, gender, religion, ability, race or other reasons;
- E. assist in organization and performance of events of member associations within the geographic jurisdiction of the Federation, and to promote unity among its members;
- F. balance the interests of, and provide assistance to, members; safeguard their overall interests and maintain good relations and cooperation with the IVV;
- G. represent the interests of the members and assist the IVV at international organizations such as the United Nations, World Health Organization, the Olympics movement and the International Olympics Committee;
- H. stress the fun and exhilaration of walking (including jogging and running), bicycling, swimming, cross-country skiing and such other events as may be sanctioned by IVV;
- I. promote the aims of environmental protection and conservation as a way to maintain a balance between the needs of popular sports and the environment and to preserve the right of access in the outdoors.

All activities of the Federation will be carried on so as to be responsive to the needs of all persons, without regard to race, religion, gender, age, national or cultural origin, place of residence, economic circumstances, lifestyle, ability or social status.

INTERPRETATION

1. In these bylaws and in all other bylaws of the Federation hereafter passed unless the context otherwise requires, words importing the singular number or the masculine gender shall include the plural number or the feminine gender, as the case may be, and vice versa, and references to persons shall include firms and corporations.

LANGUAGE

2. The official language of the Federation is English. All official documents and papers must be recorded in English. To the extent possible the Federation will translate important documents and papers into languages represented in the Federation geographic area, such as French, Portuguese and Spanish. When there is a discrepancy over translation between English and French or Portuguese or Spanish text, the English text will prevail.

HEAD OFFICE

3. The head office of the Federation shall be located in the City of Ottawa, in the Province of Ontario, Canada.
4. The Federation may establish such other offices and agencies elsewhere within the Federation geographic area as the Governing Council may deem expedient by resolution.

CORPORATE SEAL

5. The seal of the corporation shall be in such form as shall be prescribed by the Governing Council of the Federation and shall have the words “The International Federation of Popular Sports – Americas” with the abbreviation of “IVV-Americas”. The seal shall be located at the Head Office in the custody of the Secretary.

EXECUTION OF DOCUMENTS

6. Contracts, documents or any instruments in writing requiring the signature of the Federation and shall be signed by the President. All contracts, documents and instruments in writing so signed shall be binding upon the Federation without any further authorization or formality. The Governing Council shall have power from time to time by resolution to appoint an officer or officers on behalf of the Federation to sign specific contracts, documents and instruments in writing. The Governing Council may give the Federation’s power of attorney to any registered dealer in securities for the purposes of the transferring of and dealing with any stocks, bonds and other securities of the Federation. The seal of the Federation when required may be affixed to contracts,

documents and instruments in writing signed as aforesaid or by any officer or officers appointed by resolution of the Governing Council.

FINANCIAL YEAR

7. Unless otherwise ordered by the Governing Council, the fiscal year end of the Federation shall be the calendar year.

BOOKS AND RECORDS

8. The Governing Council shall ensure that all necessary books and records of the Federation required by the bylaws of the Federation or by any applicable statute or law are regularly and properly kept. The Federation's books and records shall include documents and amendments related to the incorporation filed with Industry Canada, bylaws and amendments, minutes of Governing Council and General Assembly meetings, annual financial statements and all rulings, letters and other documents relating to the Federation.
9. Any officer of the Federation or a member national association may inspect all books and records of the Federation required to be kept by the bylaws, provided the member national association has a proper purpose related to their interest in the Federation and submits a request in writing.

CONDITIONS OF MEMBERSHIP

10. Membership in the Federation shall consist of national popular sports associations, organizations, corporations or persons interested in furthering the objectives of the Federation.
11. The Federation is primarily an association of national popular sports associations located in North, Central and South America, the Caribbean and the South Pacific region. The Federation is non-political.
12. The Federation is constituted, and recognized, by the Internationaler VolkssportVerband, referred to hereafter as IVV, the parent international organization for popular sports.
13. Membership in the Federation shall be granted in five (5) distinct categories, as approved by the General Assembly or Governing Council. Those categories of members are: National Popular Sports Associations, Direct Member Club, Affiliate, Individual, and Honourary. All members have the responsibility to promote the purpose of the Federation.
14. National popular sports associations that join the Federation as members are referred to hereinafter as member national associations. The term Member refers to Member National Associations, Direct Member Clubs, Affiliate, Individual and Honourary members.

15. Only Member National Associations shall be eligible to vote at annual general, general and special general meetings.
16. **Member National Associations** are national popular sports associations which are also members of IVV and within the geographic areas of the Federation with the right to vote and whose applications for membership have been approved by the General Assembly following receipt of the required fee and documentation, as requested. National Associations membership is renewable annually by payment of the required fee by January 1st each year.

In exceptional cases and with the IVV's consent, a national popular sports association, which belongs to a different continent and is not a member of the said continental association, can become a full member of the Federation with the right to vote.

17. **Direct Member Clubs:** where a national popular sports association does not exist in a country within the Federation geographic area, direct member clubs in that country that belong to the IVV may also join the Federation as a Direct Member Club. Once five clubs exist within the country and form a national association, the national association may apply for full membership in the Federation. Direct Member Clubs may participate in the meetings of the Federation, but have no voting rights. Such single clubs may apply to the Governing Council for membership in this class by submitting the required fee and documentation. Direct Club membership is renewable annually by payment of the required fee by January 1st each year.
18. **Affiliate Members** are organizations which work in or represent organizations in the following areas:
 - A. Physical fitness promotion and development;
 - B. Health care, services or promotion;
 - C. Community development and services;
 - D. Health insurance;
 - E. Environmental protection;
 - F. Sports equipment and services;
 - G. Government policy, programming and development;
 - H. Volunteer services and development;
 - I. Eco-tourism and Adventure tourism;
 - J. Other organizations/corporations deemed appropriate and consistent with the goals of the Federation.

Organizations interested in joining the Federation as non-voting affiliate members may apply to the Governing Council for membership in this class by submitting the required

fee and documentation. Affiliate membership is renewable annually by payment of the required fee by January 1st each year. Affiliate members may observe the meetings of the Federation, but have no voting rights.

19. **Individual Members** are members in good standing of any volkssport organization within the geographic areas of the Federation who may receive individual membership recognition upon application to the Governing Council and payment of the required fee as set by the General Assembly. Individual members may observe the meetings of the Federation, but have no voting rights.
20. **Honourary Membership** may be conferred by the General Assembly upon an individual, groups or organizations whose actions have greatly assisted or promoted the aims and purposes of the Federation. Honourary members pay no fees and are entitled to all privileges of regular membership, except the right to vote or conduct sanctioned volkssporting events.
21. There shall be membership fees or dues set, from time to time, by the General Assembly.

RIGHTS AND RESPONSIBILITIES

22. Member National Associations are entitled to submit requests or motions to the Governing Council and the General Assembly.
23. Member National Associations are obliged to have representatives attend the General Assembly and exercise their voting rights, whether in person or electronically.
24. All classes of members are required to promote the aims and purpose of the Federation and to comply with its bylaws, regulations and directives.
25. All classes of members are required to meet the payments and annual fees, as applicable. The Federation may impose late fees for overdue payments and annual fees.
 - A. Failure to meet financial obligations by a member, within 30 days after the due dates of payments and/or fees, may result in the member being placed in “not in good standing” status, at the discretion of the Governing Council.
 - B. A member national association not in good standing is ineligible to vote in the Federation General Assembly meetings.
 - C. Payment of outstanding financial obligations shall restore good standing immediately.

EXPIRATION OF MEMBERSHIP

26. Membership in the Federation expires by virtue of disbandment, resignation or expulsion.

27. Resignation can only be made by giving notice in writing, sent by registered post, to the Federation registered office, not later than three months before the end of the financial year.
28. A member may be expelled if it commits a serious offence, deliberately or negligently, against the interests of the Federation, particularly against the Federation bylaws, regulations or policy. Matters of discipline may be referred to IVV.
29. The General Assembly decides on matters of expulsion from the Federation, at which the accused member has no vote. Before the expulsion, the accused member is granted a hearing. In the case of non-appearance before the General Assembly, the case will be decided on documentary evidence. Decisions must be made by a 2/3 majority of the eligible delegates present. The decision must be made known in writing. An appeal of the decision can be made to the IVV Arbitration Court.
30. With disbandment, resignation or expulsion of a Member, all rights and responsibilities connected with membership of the Federation become null and void. The departing member has no legal financial claim against the Federation, but is obliged to meet all outstanding obligations immediately.
31. Under ordinary circumstances, membership in any category is not transferable.
32. Under exceptional circumstances, where transfer of membership may be viewed as being in the best interests of the Federation a request for transfer may be considered by the Governing Council, provided the recipient of the transfer has connections with the Federation. Transfer of a national popular sports association requires IVV's consent.

INSTITUTIONS

33. The institutions of the Federation are the General Assembly and the Governing Council.

GENERAL ASSEMBLY

34. The annual or any other meeting of the members may be held at the head office of the Federation or at any place within the geographic areas of the Federation as the Governing Council may determine and on such day as the Governing Council shall appoint.

The annual or any other meeting of the members may be held by teleconference, provided that either:

- A. majority of the members consents to meeting by teleconference, or
- B. at a meeting of the members of the corporation, members have passed a resolution approving meetings by teleconference.

35. The General Assembly is convened every year by the President and may be held in conjunction with the IVV Congress of Delegates in years when the Congress is convened. The Governing Council, the President, or Vice-President shall have power to call, at any time, a general meeting of the members of the Federation. The Governing Council shall call a general or special general meeting of members on written requisition of members carrying five percent (5%) of the voting rights.
36. Sixty (60) days written notice shall be given to each voting member of any Annual General Meeting or twenty-one (21) days written notice of any general or special general meeting of members. Notice of any meeting where special business will be transacted shall contain sufficient information to permit the member to form a reasoned judgment on the decision to be taken. Notices shall be sent by mail, courier, email or personal delivery, giving details of location, time and agenda. The requirement for 60 days' notice to all members of the Federation authorized to vote can be waived by a 2/3 vote of the eligible delegates represented in person or by proxy at a General Assembly meeting of the Federation.
37. A quorum at any meeting of members (unless a greater number of members are required to be present by the *Canada Not-for-profit Corporations Act*, S.C. 2009, c. 23) shall be 10% of the members entitled to vote at the meeting. If a quorum is present at the opening of a meeting of members, the members present may proceed with the business of the meeting even if a quorum is not present throughout the meeting. Confirmation of the quorum is the responsibility of the Secretary.
38. Business items of major importance introduced as resolutions for debate and discussion must be presented in writing to the Federation President or Secretary no later than ninety (90) days prior to the date of the meeting for inclusion in the Agenda.
39. No error or omission in giving notice of any annual or general meeting or any adjourned meeting, whether annual or general, of the members of the Federation shall invalidate such meeting or make void any proceedings taken. Any member may at any time waive notice of any such meeting and may ratify, approve and confirm any or all proceedings taken. For purpose of sending notice to any member or officer for any meeting or otherwise, the address of the member or officer shall be his last address recorded on the books of the Federation.

VOTING OF MEMBERS

40. The General Assembly is the supreme organ of the Federation. It consists of the members of the Governing Council, the elected or appointed delegates of each member national association (each of whom carry one vote) as well as representatives of Direct Member Clubs, who are non-voting delegates.
41. Every member national association, irrespective of size, has two delegates. Direct member clubs may have one non-voting delegate. Individual members and affiliate members may observe the meetings of the Federation,,but have no voting rights.

42. Each voting member of the General Assembly must exercise their voting rights in person. A delegate of a member national association who is present may carry the proxy of all of that member's delegates.
43. Management of the meeting is the task of the president, or a moderator appointed by the President.
44. At all meetings of members of the Federation, every question/resolution shall be determined by a majority of votes unless otherwise specifically provided by statute or by these bylaws. In the case of a "Tie Vote" the motion will be recorded as defeated. In calculating the majority, abstentions and invalid votes are not counted.
45. The Governing Council may request the authority/advice from the members at any time outside any meeting. A resolution in writing shall be mailed to all voting members and shall be determined by a majority of votes unless otherwise provided by statute or by these bylaws.
46. Minutes of the General Assembly will be drafted and signed by the President and Secretary of the General Assembly. Minutes of the General Assembly must be sent to members in writing within eight weeks of the end of the General Assembly meeting.
47. The General Assembly decides on all matters, which are not exclusively the preserve of the Governing Council, particularly:
 - A. receiving the Annual Report of the Governing Council;
 - B. adoption of the Budget;
 - C. election of the Governing Council and selection of an independent Auditor;
 - D. setting the place and date for the next General Assembly, if so submitted at the annual general meeting;
 - E. decisions on motions and applications submitted by the Governing Council, the national associations and direct member clubs regarding the affairs of the Federation;
 - F. approval of proposed changes to bylaws referred to in Bylaw #75;
 - G. fixing of the membership fee;
 - H. organizing and approving theme-based special programs for the financial benefit of the Federation;
 - I. accepting grant and sponsorship funding consistent with the purposes of the Federation;
 - J. voting on the admission or expulsion of all classes of members;
 - K. dissolution of the Federation.

GOVERNING COUNCIL

48. The property and business of the Federation shall be managed by a Governing Council of four (4) up to six (6) members, of whom half plus one member shall constitute a quorum.
49. Composition - The Governing Council is composed of the President, at least one but not more than three Vice-Presidents, a Treasurer and a Secretary. Members of the Governing Council of the Federation cannot simultaneously be a member of the IVV Executive Presidium.
50. Authority - The Governing Council represents and coordinates all tasks of the Federation in its entirety, and has all of the powers and authority of the General Assembly in the intervals between meetings of the General Assembly, except those reserved for the General Assembly in paragraph 47 above. It must carry out the decisions of the General Assembly and ensure compliance with the bylaws, regulations and directives. The Governing Council may employ salaried personnel and/or secure service contracts, if necessary.
51. Representation - The President is authorized to represent the Federation individually. In case of absence of the President, another member of the Governing Council may represent the Federation. The Governing Council is authorized to designate one of its members to represent the Federation as a member of the IVV United Presidium.
52. Term - The Governing Council is elected by the General Assembly for a term of two years. The period of office begins with the close of the meeting at which the election occurs. Should a member of the Governing Council vacate an elected post before the end of the period of office, the Governing Council will provisionally nominate another to the post. An election to fill the vacant position for a new term must be held at the next General Assembly.
53. Resignation, Termination and Absences - Resignation from the Governing Council must be in writing and received by the Secretary. A Governing Council member shall be dropped from the Governing Council if the member has two unexcused absences from Governing Council meetings in any twelve-month period. A Governing Council member may be removed for other reasons by a two-thirds vote of the remaining members. When a vacancy exists, nominations for new members may be received from present Governing Council members by the Secretary two weeks in advance of a Governing Council meeting. These nominations shall be sent out to the Governing Council with the regular meeting notification, and voted upon at the next meeting. Vacancies will be filled only up to the next General Assembly when an election will then be conducted to fill the said position for a new term. The total number of members so appointed may not exceed one-third (1/3) of the number of members elected at the previous Annual General Meeting of members.
54. Meetings - Unless otherwise ordered by the General Assembly, regular meetings of the Governing Council shall be held no less than semi-annually. The notice of a meeting must state how the meeting will be held, as well as all other matters required to be

included in the notice. Special meetings of the Governing Council may be called by the President and must be called upon the request of a majority of the members of the Governing Council.

55. Notice - Meetings of the Governing Council shall be held at any time and place to be determined by the president, providing that at least seven (7) days notice of such a meeting shall be sent in writing to each member. In the event that notice of meeting is sent by mail, there must be at least fourteen (14) days notice of such meeting. No error or omission in giving notice of any meeting of the Governing Council of the Federation shall invalidate such meeting or make void any proceedings taken. Any member may, at any time, waive notice of any such meeting and may ratify, approve and confirm any or all proceedings taken.
56. Meetings by Electronic Means - Such meetings may, by consent of all the members, be conducted by way of telephone, internet technology or any other audio/video communications. Participation of a person in such a conference call meeting constitutes presence of that person at the meeting.
57. Compensation and Expenses - The Members of the Governing Council shall serve as such without remuneration, and no member shall directly or indirectly receive any profit from his position as such, provided that a member may be paid reasonable expenses incurred in the performance of such duties. Nothing herein contained shall be construed to preclude any member from serving the Federation in any other capacity and receiving compensation therefore and provided further that any member, who is engaged in or is a member of a firm engaged in any business or profession may act in and be paid the usual professional costs and charges for any professional business required to be done in connection with the administration of the affairs of the Federation.
58. Retirement - A retiring Member of the Governing Council shall remain in office until the dissolution and adjournment of the Federation meeting at which his retirement is accepted.
59. Appointment and Employment - The Governing Council may appoint such agents, officers or consultants and engage such employees as shall be necessary from time to time and such persons shall have such authority and shall perform such duties as shall be prescribed by the Governing Council at the time of such appointment. Appointed agents, officers and consultants shall only perform duties that are consistent with the purposes of the Federation.
60. Decision Outside Meeting - Any decision required or permitted to be made at a meeting may be made without a meeting, so long as all persons entitled to vote on that matter are consulted, vote on that matter, and documentation of the decision is made and kept with the Federation's records.
61. Remuneration - A reasonable remuneration for all officers, other than members of the Governing Council acting in that capacity, agents and employees and committee

members shall be fixed by the Governing Council by resolution. Such resolution shall have force and effect only until the next General Meeting of members when such resolution shall be confirmed by resolution of the members, or in the absence of such confirmation by the members, then the remuneration to such officers, agents or employees and committee members shall cease to be payable from the date of such meeting of members.

MINUTES OF GOVERNING COUNCIL MEETINGS

62. Copies of the minutes of each Governing Council meeting shall be distributed electronically or by the most efficient means to all members of the Governing Council and voting members of the Federation within thirty (30) days of the meeting.

INDEMNITIES OF OFFICERS AND OTHERS

63. The Federation shall indemnify an officer, employee, or agent of the Federation who was, is, or may be named defendant or respondent in any proceeding as a result of their actions or omissions within the scope of official capacity in the Federation. For the purposes of this bylaw, an agent includes one who is or was serving at the request of the Federation. However, the Federation shall indemnify a person only if that person acted in good faith and reasonably believed that the conduct was in the Federation's best interests.
64. The Federation shall not indemnify a person who is found liable to the Federation or is found liable to another on the basis of improperly receiving a personal benefit.
65. In addition, the Federation may indemnify an officer or agent of the Federation to the extent permitted by law, and shall authorize indemnification and determine that expenses to be reimbursed are reasonable in the same manner that it determines whether indemnification is permissible.

POWERS OF GOVERNING COUNCIL

66. The Governing Council of the Federation may administer the affairs of the Federation in all things and make or cause to be made for the Federation, in its name, any kind of contract which the Federation may lawfully enter into and, save as hereinafter provided, generally, may exercise all such powers and do all such other acts and things as the Federation is by its Articles or otherwise authorized to exercise and do.
67. The Governing Council shall have power to authorize expenditures on behalf of the Federation from time to time and may delegate by resolutions to an officer or officers of the Federation the right to employ and pay salaries to employees. The Governing Council shall have the power to enter into a trust arrangement with a trust company for the purpose of creating a trust fund in which the capital and interest may be made available for the benefit of promoting the interest of the Federation in accordance with such terms as the Governing Council may prescribe.

68. The Governing Council shall take such steps as they may deem requisite to enable the Federation to acquire, accept, solicit or receive legacies, gifts, grants, sponsorship funding, settlements, bequests, endowments and donations of any kind whatsoever solely for the purpose of furthering the objects of the Federation, except for those reserved to the General Assembly in Bylaw #47 I.

DUTIES OF OFFICERS AND GOVERNING COUNCIL MEMBERS

69. The officers of the Federation are the President, Vice-Presidents, Treasurer and Secretary. The Governing Council shares duties among its members:
- A. **The President** represents the federation individually; signs legal documents, supervises employees (if applicable) and the activities of the Federation, represents, or speaks for, the Federation, and presides at meetings. The President may designate a presiding officer for General Assembly meetings.
 - B. **The Vice-Presidents** may preside at meetings when the President is unable to attend or if the President wishes to step down from the chair to debate an issue.
 - C. **The Secretary** shall be responsible for keeping records of Governing Council actions, including overseeing the taking of minutes of all Governing Council and General Assembly meetings, supervising voting for elections of officers, sending out meeting notifications, distributing copies of minutes and the agenda and assuring that corporate records are maintained.
 - D. **The Treasurer** shall assist in the preparation of the budget, help develop fundraising plans and make financial information available to the Governing Council. The Treasurer shall make a report at each Governing Council meeting.

ELECTION OF OFFICERS

70. A Nominating Committee of not less than three individuals shall be elected by a majority vote of the Governing Council at least six months prior to the General Assembly at which elections shall take place. The President shall not be a member of the Nominating Committee. Members of the Nominating Committee may accept nomination for office.
71. The Nominating Committee shall request from nominees their qualifications for office and ensure that nominees are qualified for the office. The Chairman of the Nominating Committee shall present a written report at least 30 days prior to the General Assembly. The report must state the nominees for each office. When the Nominating Committee completes its report, it is discharged from its duties. The Secretary shall use the report to prepare a printed ballot for the election. The ballot shall allow space for members to write in a candidate's name.

72. Nominations from the floor are permitted and nominees from the floor are subject to eligibility requirements for each office. The candidate receiving a majority of votes (i.e. more than 50%) will be declared elected. When there is no clear majority, the candidate receiving the least votes is deleted from the ballot. The voting will continue in this process until a clear majority for one candidate is obtained, and that candidate is declared elected.

COMMITTEES

73. The Governing Council may, from time to time and as necessary, constitute advisory committees for specific purposes and limited terms. The Governing Council shall determine the duties and terms of reference of such committees and may fix any remuneration to be paid. The President appoints all committee chairs.

AMENDMENT OF BYLAWS

74. Subject to paragraph 75 below, the bylaws of the Federation may be made, replaced, repealed or amended by a majority vote at a meeting of the Governing Council.
75. A vote of not less than two-thirds (2/3) of the members of the Federation is required to repeal, replace or amend Federation bylaws dealing with purposes of the Federation, conditions of membership, notice of meetings to members who are entitled to vote at the meeting, transferability of membership, and absentee proxy voting. Notice of proposed changes to the bylaws shall be sent to all members with the notice of the annual general, general or special general meeting.

AUDITORS AND AUDIT OF ACCOUNTS

76. The voting Federation members shall, at each Annual General Meeting, appoint an Auditor to audit the financial accounts of the Federation and report findings to the members at the next Annual General Meeting. The Auditor shall hold office until the next Annual General Meeting provided that the Governing Council may fill any casual vacancy in the office of the Auditor. The remuneration of the Auditor shall be fixed by the Governing Council.

RULES AND REGULATIONS

77. The Governing Council may prescribe such rules and regulations not inconsistent with these bylaws relating to the management and operation of the Federation as they deem expedient, provided that such rules and regulations shall have the force and effect only until the next Annual General Meeting of the members of the Federation when they shall be confirmed and failing such confirmation at such Annual General Meeting of the members, shall at and from that time cease to have any force and effect.

LEGAL BASIS AND JURISDICTION

78. The Federation regulates its own affairs through the *Canada Not-for-profit Corporations Act*, its Articles of Incorporation, these bylaws and rules and regulations as well as written policies and procedures.
79. The Federation is subject to the guidelines and the directives of the IVV.
80. Members of the Governing Council, the General Assembly, member national associations, to include their regional and state/provincial organizations, Direct Member Clubs and the participants in popular sports events agree through their position and participation in these events to abide by the bylaws, policies and regulations of the Federation and IVV.
81. The Federation is responsible for ensuring proper statutory and regulatory behaviour by its Members and their members within the framework of the Federation bylaws and regulations and IVV Statutes and regulations as delegated.

DISSOLUTION OF THE FEDERATION

82. The Federation can only be dissolved by a decision of the General Assembly. Such a proposal must be specifically designated as such in the meeting agenda and include a proposal for the disposition of the Federation's remaining assets.
83. A proposal for dissolution of the IVV-Americas must be made in writing to the Governing Council, by at least two-thirds of the national member associations. The Governing Council is then obliged to call a General Assembly and give at least 21 days' notice. Dissolution can only be approved through a written ballot, and a two-thirds vote of participating eligible/voting delegates.

FINAL PROVISIONS

84. Upon dissolution of the Federation, the Governing Council of the Federation will, after paying or making provision for the payment of all of the liabilities of the Federation, dispose of all of the assets of the Federation as proposed and approved at the meeting referred to in Bylaw 82, or failing that, in equal shares to member national associations.

MISCELLANEOUS

85. The Governing Council is empowered to make editorial changes in the text that do not constitute amendments to these Bylaws, including such changes as are ordered by the

appropriate authority in accordance with the Country of incorporation, and other competent authority.

86. The rules in the current version of *Robert's Rules of Order Newly Revised* shall govern in all cases to which they are applicable and in which they are not inconsistent with the Bylaws or any special rules of order that the Federation may adopt.

EFFECTIVE DATE

87. Subject to matters requiring a special resolution, this bylaw shall be effective when made by the Governing Council.

CERTIFIED to be Bylaw No. 1 of the Corporation, as enacted by the members of the General Assembly of the Corporation by resolution on the 15th day of September, 2013, and amended as of April 10, 2015.

Dated as of the 10th day of April, 2015

President

Secretary

Accomplishments (since 2/4/2022)

1. **Online Registration for the 2023 Olympiad/IML (Jeff G.)**
 - a. Development 100% complete.
 - b. Received final event pricing 4/22/2023
 - c. Now allowing "BETA Registration" using the link supplied in an email sent to the IT Committee, RDs, and DRDs in order to further improve the registration process as well as find bugs.
 - d. Expect to announce registration available to public by May 1st, 2022.
2. **Completed, Tested, and Deployed Creation/Editing/Approval of Events on my.ava.org. (Chris Z., testing – Chris Z., Mike G.)**
 - a. Evening of March 6th, 2022 - Shutdown Legacy Event Creation/Editing/Approval.
 - b. Allowed 2 days for complete syncing of legacy Event data to my.ava.org.
 - c. Enabled my.ava.org Event Creation/Editing/Approval for my.ava.org Admins for testing purposes.
 - d. Lots of testing and bug fixing
 - e. March 14th, 2020 – Allowed club access to "new ESR", with additional testing continuing in the background.
3. **Demo of "New ESR" feature via AVA Webinar (Mike G.) on March 16th, 2022 (Mike G.)**
 - a. Copy of webinar placed on YouTube with link on club my.ava.org homepage
4. **CRON task to Synch new/edited events to the legacy ESR (Mike G.)**
 - a. Activated and Debugged CRON task
 - b. Confirmed that only Critical event information is synced to Legacy System (needed to support TE and YRE/SE participation reporting.
 - c. CRON task runs every day at 6am CT.
5. **AVA Voucher program (Mike G)**
 - a. Completed and uploaded latest 2021 E3H Voucher data
 - b. Trained Marian on how to use this feature to transfer AVA Voucher credits to the my.ava.org personal account event banks.
6. **New Co-Insurance Requests Page for Clubs (Mike G)**
 - a. Completed and debugged
 - b. Changed CRON task that collects insurance requests and sends them via email to insurance company to use my.ava.org database instead of Legacy ESR.
 - c. Fixed a bug that prevented entering Co-Insurance names with more than 3 words.
7. **Event Sanction Billing fully supported on my.ava.org (Mike G.)**
 - a. All YRE/SE/TE sanction billing is fully supported on my.ava.org. This means the sanctioning billing state and date are stored on my.ava.org (instead of the legacy ESR).
 - b. When an event has been marked as sanction billed, it is also marked for synchronization to the legacy ESR so that legacy ESR event database also reflects the current sanctioning billing state (1 day later).
8. **Club Interface for TE participation on my.ava.org (Mike G.)**
 - a. Completed and debugged
 - b. Clubs can see future, pending, and already submitted TE participation
 - c. Clubs are permitted to edit submitted participation until it is billed.
 - d. Submitted TE participation is stored on Legacy ESR.

9. Deployed YRE/SE buttons on my.ava.org participation page (Mike G.)

- a. Developed admin interface to set date for enabling next entry of quarterly YRE/SE participation.
- b. Note date when quarterly YRE/SE participation is allowed varies based on receipt of E3H participation data. E3H participation credits must be distributed to clubs prior to allowing club entry of YRE/SE participation data.
- c. Also added button to AVA HQ billing page to access YRE/SE participation invoice interface page on the legacy ESR system.

10. Added support for a URL to display all events in a state (Mike G.)

- a. In general, the URL is of the form https://my.ava.org/find-an-event.php?sel_st=<STATE>
- b. For example, for the state of Virginia the URL is:
https://my.ava.org/find-an-event.php?sel_st=VA

11. Checkpoint Articles (Mike G.)

- a. "THE NEW ESR – 'ITEM HAS ERRORS' AND MAP PINS" – April 2022 Checkpoint
- b. "THE NEW ESR – EVENT INFORMATION" – April 2022 Checkpoint

12. One-On-One AVA IT help sessions at 2022 Atlantic Region Conference (Darrell N., Mike G.)**13. Presentation on OSB and my.ava.org at 2022 Atlantic Region Conference (Darrell N.)**

Activities and Plans

1. **Fix 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., Chris Z.)**
 - a. This problem was encountered during end of quarter operations for 2022 Q1.
 - b. Implemented a temporary work around that required inserting credit and charge data into legacy ESR ASP code instead of fetching this data from my.ava.org.
 - c. Likely cause some new security feature implemented by GoDaddy that requires Legacy ESR IP address to be added to a whitelist for access to my.ava.org.
2. **Develop AVA HQ Staff interface for TE participation Billing reports on my.ava.org (Mike G.)**
 - a. Includes support of creation of Quicken import files for invoicing (similar to what was done for Event Sanctioning Billing).

Concerns

1. Remind Clubs to "Publish" events (MCG)

- a. The new ESR requires clubs to take an extra step (as compared to the legacy ESR) to make an event editing to be 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, a "Publish" or "Req Approval" button will appear at the top of the review page.
- c. If a "Publish" button appears the club must click on it to make their changes publicly viewable.
- d. If a "Req Approval" appears, the club must click on it to get RD (and possible State Association) approval. Once the event is approved, the event changes will be made public viewable.
- e. RDs or DRDs need to periodically inspect their clubs' Edit/New listing of events to assure clubs are publishing their changes.

Recommendations

1. Change fee for First Traveling Guided Walk

- a. The current rules for the sanctioning of the first Traveling Guided Walk (TGW1) in a calendar year requires the club to first have a RD approved non-TGW TE during the current calendar year in place before requesting approval for a TGW1. The current sanctioning fee for a TGW1 event is \$75.
- b. On July 1, 2022, it is recommended to change the sanctioning fee to \$105 and drop the requirement for a previously approved non-TGW TE.

2. Single Quarter Seasonal Events

- a. The new ESR more directly (as compared to the Legacy ESR) allows users to sanction Seasonal Events (SEs) at any time of the year.
- b. Clubs are permitted to sanction SEs with a duration as short as 1 day.
- c. The total sanctioning fee for a 1-day SE or a SE with a start and end date in the same quarter is \$25 (\$20 base fee plus \$5 quarterly fee).
- d. At this time a club could save \$5 by sanctioning a 1-day SE instead of 1-day Traditional Event (TE). The sanctioning fee for TE is \$30.
- e. Therefore, it is recommended that the base sanctioning fee for a "single quarter" SE be changed to \$25 such that the total sanctioning for such events will \$30 (\$25 base fee plus \$5 quarterly fee). Note for events that start and end in different quarters the base sanction fee would remain \$20.
- f. A number of clubs have inquired about OSB support for TEs. For OSB support it is recommended that clubs instead create short or 1-day SEs. Both YREs and SEs have OSB support. Note a checkpoint article will be authored to explain features and limitations of using OSB for event registration.

3. No support for ACE-T, ACE-Y, ACE-P in new ESR

- a. The new ESR does NOT support ACE-T, ACT-Y, nor ACE-P Traditional Events. However, ACE-WG continues to be supported
 - b. There have been no ACE-T/Y/P TEs sanction in the past 2 years.
 - c. It is recommended that ACE-T/Y/P events be dropped from the AVA Policy manual.
-

AMERICAN VOLKSSPORT ASSOCIATION COMMITTEE REPORT

FOR THE AVA Convention COMMITTEE

FOR THE May 2022 BOARD MEETING

FROM (Name): Jerry Wilson, Chair

ACCOMPLISHMENTS:

- Confirmed the Association will want to identify at least two potential 2025 AVA Biennial Convention sites to be presented to the Board on November 9, 2022, and to the membership on February 24, 2023.
- The May Checkpoint and next The American Wanderer (TAW) contain articles requesting proposals for a group of local clubs, a singular local club, and/or a state association to host the 2025 AVA Biennial Convention.
- Request For Proposal (RFP) documents will be sent upon request beginning immediately for potential applicants to begin preparing proposals. This allows applicants 120 to prepare.
- Proposals submitted will be accepted through September 1, 2022.

NEXT STEPS: FINALIZING THE 2025 AVA BIENNIAL CONVENTION SITE SELECTION

- September 1 Due Date for Proposals (RFPs) to Reach the National Office
- September 1 - September 21 A Review of Submitted Proposals Will be Conducted by National Office Staff, and Convention Committee Representatives (21 Day Review Period)
- October 1, 2022 Two (or Three) Semi-Finalists Will Be Notified and On-site AVA Visits Set.
- October - November 4, 2022 On-site Visits by National Office and AVA Convention Committee Representatives at Semi-Finalist Locations, to Tour Sites and Meet Local Committee Members
- November 9 National Office and the Convention Committee Present Semi-Finalists at the November 9 Board Meeting, Requesting Board Input, and if Desired, Board Recommendation
- February 20-23 or 20-26 Semi-Finalists Will Be Offered a Booth in San Antonio to Share Information
- February 24, 2023 Membership Business Meeting - In-Person or Video Presentations by Semi-Finalists to Prepare Delegates for the Selection Process
- March 2023 Member Delegates Selection/Vote - Virtual Voting (Date to be selected.)
- April 3, 2023 Finalist Selected Will Be Notified, as Well as the Runner-up
- April 2023 - May 2025 Local Preparation and Scheduling for 2025 Convention Activities. Continuous Contact With National Office Staff and the Convention Committee Will Take Place (National Office Executive Director Approves and Signs All Convention Related Contracts)

OBSTACLE THAT THIS PROCESS OVERCOMES

With combining the 2023 AVA Biennial Business Meeting with the 2023 Texas Trail Roundup (TTR) and the 2023 IVV Olympiad only a small segment of time will be available for the Business Meeting. This procedure allows for 2025 convention location proposals to be presented to the Board and later the Membership, while continuing the practice of requesting a location vote by Membership. The procedure in 2023 will be accomplished in two parts, brief presentations will be made in February 2023, and an on-line vote will be undertaken soon thereafter along with national officer elections.

Committee Members: TBD

Jerry Wilson, Chair, AVA Convention Committee

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**AMERICAN VOLKSSPORT ASSOCIATION
OFFICER REPORT**

FOR THE OFFICE OF _____ National Programs Committee
FOR THE _____ May 11, 2022 **EXECUTIVE COUNCIL MEETING**
FROM (Name): _____ Susan A. Medlin

ACCOMPLISHMENTS:

1. Attended the Ruidoso Walk Festival, doing 13 Traditional and YRE walks. This year we started walking the New Mexico Counties, along with the new Charlie Pride Trail. Distributed Promotional Material for the 2023 Olympiad.
2. Continued working on the 2023 IVV Olympiad & IML.
3. Created a new National Events Calendar, starting with 2024, so we can attempt to avoid obvious conflicts of multi-day events. Plan to work with the RDs to get their premier events on the National Calendar.
4. Promoting the Olympiad: Doing the Kansas Counties event in mid-May, the Canadian Convention in Penticton in late May, Crazy Horse in June and the Mid-America Regional Conference in June in Dayton, Ohio. I will attend the IML General Meeting in Norway in late August. At all of these I will promote the 2023 Olympiad & IML, promote local tour groups, and ask for volunteers.

ACTIVITIES:

1. Got great support from the AVA Office with promotional material for the 2023 IVV Olympiad & IML.
2. Working with Jennifer to submit the permit requests for the 2023 IVV Olympiad & IML walks and bikes,
3. Still hoping to link up with the Gastronomy POC.

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CONCERNS:

RECOMMENDATIONS:

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

Print Form

Reset Form

Submit AVA Officer Report to AVA Headquarters by Email

2024 AVA NATIONAL EVENTS CALENDAR

January:

MON/01 -
SAT/06 -
SAT/13 -
SAT/20 -
SAT/27 -

February:

SAT/03 -
SAT/10 -
SAT/17 -
SAT/24 - SW San Antonio IML
SUN/25 - SW San Antonio IML

March:

SAT/02 -
SAT/09 -
WED/13 - Pi Day Walk
SAT/16 -
SAT/23 -
SAT/30 -
SUN/31 - **Happy Easter!**

April:

w a l k w e e k	MON/01 -
	TUE/02 -
	WED/03 -
	THU/04 -
	FRI/05 -
	SAT/06 -
	SUN/07 -
SAT/13 -	
SAT/20 -	
SAT/27 -	

May:

SAT/04 -
SAT/11 -
SAT/18 -
SAT/25 -

June:

SAT/01 - NC Crazy Horse, SD
SAT/08 -
SAT/15 -
SAT/22 -

SAT/29 -

July:

SAT/06 -
SAT/13 -
SAT/20 -
SAT/27 -

August:

SAT/03 -
SAT/10 -
SAT/17 -
SAT/24 -
SAT/31 -

September:

SAT/07 -
SAT/14 -
SAT/21 -
SAT/28 -

October:

SAT/05 -
SAT/12 -
SAT/19 -
SAT/26 -

November:

SAT/02 -
SAT/09 -
SAT/16 -
SAT/23 -
THU/28 - **Happy Thanksgiving!**
SAT/30 -

December:

SAT/07 -
SAT/14 -
SAT/21 -
WED/25 - **Merry Christmas!**
SAT/28 -

2024 Summer Events

Take sensible precautions for the heat: know the Heat Index, walk early, carry lots of water, wear a hat /carry an umbrella, and stay safe.

To find information on the events listed here; go to **ava.org**, click on Events, click on Search Events, select the State, select a Traditional walk, the time period and hit Enter. Walks within the next 90 days should have additional information on the website. If not, please call the POC for more details.

AT – Atlantic Region

MA – Mid-America Region

NC – North Central Region

NE– Northeast Region

NW – Northwest Region

PA – Pacific Region

RM– Rocky Mountain Region

SC – South Central Region

SE – Southeast Region

SW – Southwest Region



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

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American Volkssport Association

1008 South Alamo Street
San Antonio, Texas 78210
210.659.2112 ▲ 210.659.1212 Fax
▲ www.ava.org

Programs Committee Report
Submitted by: Tim Miner, Chair

1. Current programs and their dates include:

Airports - Celebrating American	2020-2022
Appalachian Trail	2018-2028
Border Crossings	2014-2023
Carousels Across America	2019-2021
Great Lakes, Great Fun, Great ...	2021-2023
Little Free Libraries	2019-2021
Mayflower - 400th Anniversary	2020-2022
Rails-to-Trails	2022-2025
Rockin' Around the Clock	2020-2022
Town Halls/City Halls	2022-2024
Walk with America's Veterans	2021-2028
50 States	
51 Capitals	
A-Z Program	

2. Candidate programs beginning in 2023

Lighthouses (repeat)
“Par-for-the-Course” with par courses, golf courses, and playgrounds

3. Potential programs

The 250th anniversary of the USA will be announced by the National Park Service this year. The 2026 event is a “one-year and done” program to highlight everything in our 250 years. There is an opportunity for sustained traction by the AVA. For example, the Wood and Dale Wanderers Club of Woodbridge, VA, has been the catalyst for the Virginia Volkssport Association becoming a member of the “Washington Rochambeau Revolutionary Route National Historic Trail Association” to create and promote walking/cycling events along the 900 plus miles from Providence (RI) to Yorktown (VA). This was the path of the Colonial and French armies as they marched the first “International Event” in the North American continent in 1791. Right now, there is an NPS driving trail, but we can promote walking/cycling along the route. At the recent AT Region Conference the idea of a “multi-region” special event was “thrown on the table.”

4. National Youth Program

The chair is returning to his roots with re-visiting the Youth program of the AVA:AWC. This activity was referred by CEO to the committee. The committee is exploring options.





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

7/*
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▲ www.ava.org

OTHER TOPICS FOR CONSIDERATION FROM THE COMMITTEE MEMBERS:

1. The Virginia Volkssport Association has been given the “co-brand” of “Virginia Is For Cycling Lovers” to promote cycling events in the Commonwealth. Virginia Tourism does NOT use the term “biking” for the sport. “Biking” is for motorcycles. The clubs and state association will comply with the state mandate.
2. VVA has received a generous sponsorship from the REI Co-op, an outdoor chain with national locations and an online store. The chain provided multiple sets of very high-end carbon trekking poles to educate and be used as “give-away” promotions at many of the events in Virginia – nearly \$1,000 in value. Pole trekking is an opportunity to extend the longevity of our older walkers.



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**AMERICAN VOLKSSPORT ASSOCIATION
OFFICER & COMMITTEE REPORT**

FOR THE OFFICE OF _____ Marketing and PR

FOR THE _____ May 11, 2022 _____ Board MEETING

FROM (Name): _____ Susan Fine _____

ACCOMPLISHMENTS:

1. Edited IVV Olympiad "Save the Date" cards and "Register Now" flyers, and approved for printing. These are available to call RDs and clubs.
2. Have been working with our marketing consultant Leslie Komet Ausburn to work on:
 - a. International and national marketing for the Olympiad
 - b. Ad for TAW
 - c. Analysis and suggested changes for Olympiad website
 - d. Calendar of posts for social media
3. Wrote 2 articles for TAW

ACTIVITIES:

1. Priority is to get the Olympiad website updated with pertinent information on registration, hotels, schedule of events, etc.
2. I talk weekly with Leslie to assess priorities in publicizing the Olympiad, and we divy up duties to be sure her time is used efficiently.
3. Early bird registration will be a heavy focus for the summer.
4. Hector is printing business cards with AVA on one side, Olympiad on other side that will be easy for members to carry while walking.

CONCERNS:

Covid is still a concern in regards to travel for many people. Our concern is getting them to register now (this summer), and not wait until the fall/winter.

RECOMMENDATIONS:

1. For our core USA volkssporters, Club Officers and Regional Directors will be a huge source for distribution of flyers/cards at events, and to send information to their club members/newsletter.
2. If anyone is going to IML events, please request cards or flyers to have with you about the Olympiad.
3. Please email any ideas you have that might help market the event.

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