

## Minutes

AVA Board of Directors (BOD) Electronic Board Meeting (EBM)  
March 16, 2021

1. Meeting was called to order at 10:00 a.m. EST by President David Bonewitz.
2. All were present. Representing the National Office (NO) were Henry Rosales, Executive Director (ED) and CEO; and Erin Grosso, Finance Manager. Also participating were DRDs from Atlantic, North Central, Northeast, Northwest, Rocky Mountain, and Southeast Regions; Committee Chairs Jerry Wilson (Convention) and Tim Miner (Programs and Special Programs – Club Hosted). A quorum was declared.
3. Agenda. Approved
4. Minutes of the February 16, 2021, Board meeting were approved.
5. CEO Report, Henry Rosales
  - a. Henry provided an update on financials.
  - b. Operational update
    - Personnel
      - An intern from VISTA AmeriCorps will come in April. The cost is \$7500 for 12 months paid by AVA. The intern's primary task will be development of a walk group on San Antonio's west side.
      - Samanta will leave AVA effective mid-March. Mike Green (AT RD) asked who would handle E3H work. Henry answered that Leslie, the intern, would take on E3H and social media. Bob Buzolich (MA RD) asked about the long-range plan to fill Samanta's position. That has not been decided, but Henry will work to fill gaps.
    - AVA will have an open house March 30. The press briefing will be streamed, and Henry will provide a link. People can sign up for free associate memberships in AVA at the open house and can sign up for clubs as well. The goal is to use the initial free membership as a marketing tool. They will receive TAW electronically and a discount for Convention. John McClellan (SE RD) asked if there had been relief on COVID restrictions given the Texas Governor's actions. Henry said yes.
    - Element 3 Health: As of the previous week, 64 individuals had attended 71 events.
    - The 2020 Paycheck Protection Program loan has been forgiven.
    - The Virtual Online Program has enough participants to cover core program expenses, excluding personnel time.
    - Convention registration. Henry compared 2019 and 2021 registration numbers for March of those years: 65/65 2019/2021 full registrations and 99/18 2019/2021 other-than-full registrations (e.g., walks only).
    - Olympiad 2023. Olympiad Committee tri-chairs are Henry, Holly Pelking, and Susan Medlin. The Committee will apply to the San Antonio Sports Foundation for cost reimbursement for items like marketing, promotion, transportation, and travel to Korea to market. Henry advised that participants supporting those activities must be diligent about receipts.

- Business Model Ad Hoc Committee, chaired by Ben McDonald. Ben will send a letter to anyone who has shown interest.

#### 6. Report on March 15 Special Called Membership Meeting

President David Bonewitz said the meeting went well. Meeting rules were passed unanimously, and neither motion generated discussion. Tim Miner ran the meeting efficiently. David reiterated clubs had three ways of voting: online last night, e-mail, and mail. Tim is compiling the online votes and checking to ensure those votes were valid. We cannot be sure we have a quorum for this vote until after all voting is over. If we have a quorum, the vote is valid. If not, we start over. If Board members did not vote, please do, noting ballots must be postmarked by March 24. The Secretary asked for a future ad hoc committee to devise credentials for electronic voting. David said the Governance Committee would do that. Also, the Governance Committee will next look at the NEC Handbook.

#### 7. Report on Planning for Madison Biennial Convention, Jerry Wilson.

a. In Madison, county health orders are issued for 28 days at a time. The order in effect through March 9 allowed only 25 people to meet inside with food, 50 outside with food. The March 10 order allows currently in place allows 150 inside with food but still with some distancing. Unless the number of infections gets bad again, Jerry projects numbers good enough to host a large event inside. The NO and Jerry have met with Madison officials and worked out changes that may make people more comfortable, whether the convention is in June or August, in particular, making wide use of the rooftop terrace. Also, the Convention Committee has been looking at a banquet room rather than the auditorium for the business meeting. A Convention survey that asked about timing revealed that people are pretty evenly split on dates, leaning slightly toward delaying to August. Nancy Wittenberg (VP) wondered about people who would never go to a convention, since those voting could have been those who wouldn't go anyway. Mike Green asked if hotel rooms would be available in August, and the answer was yes. Nancy noted officer terms end June 30, but the bylaws say officers retain their office until a replacement is elected. RDs are elected separately, so they would potentially change. Mike Green noted we could still have an election in a special meeting. David added if the new bylaws are approved, they do not allow for nominations from the floor, so a slate of officers running unopposed would be easy to handle.

b. Open discussion on Convention timing began with an update on contracts. Henry noted that AVA is on contract with the convention center and the hotel with a down payment on the convention center of \$5,000. We have a clause that allows us to get out of the contract if we cannot host an event due to, say, local restrictions. If restrictions are lifted, we can't use that clause. We should decide earlier rather than later, as the hotel penalty is \$20,000. Decision options: A decision now to cancel gets us out of both contracts. A decision now to delay to August would not incur penalties. A decision in May could see us with penalties.

- For insurance liability, AVA insurance won't cover COVID, and we will need to get event insurance.
- We are about at capacity at the convention hotel, and the space is reserved in August, should we need to delay. Expect limited room cleanings. The biggest factor is people's comfort zones.

- Chris Mellen (NE RD) supports June dates, because businesses are taking precautions. Also, given our aged population, walking in potentially cooler temperatures is a plus.
- Susan Pinneke (NC DRD) asked if the room-night penalty would be waived if we kept the June dates. Yes.
- Bob Buzolich (MA RD): The survey revealed people were more comfortable with outside activities, where they have more control of their environment. He supports June dates with a hybrid plan that allows more activities outside. Susan Pinneke added we should advertise plans to hold social events outside to allay people's fears.
- Mike Green (AT RD): Supports August dates to allow more time.
- Jerry Wilson (Convention) said AVA had received a grant that depends on filling the hotel and using the Monona Convention Center. There is some lost funding if we don't fill rooms. Henry agreed, saying the funding was prorated on the number of rooms. Also, the Committee is looking at moving all social events outside. In addition, the Silent auction can be moved to another space, but it needs to be secure, so Jerry is working on it.
- Nancy Wittenberg (VP) noted many people have already made their plans for June and have other activities already planned for August. Also, for inside meetings, the plan is to space chairs and we could ask for masks in that case.
- Tom Baltes (NW RD) asked if meeting attendance could be limited to voting members and have remote viewing in other rooms and the same for workshops to space people out. Henry responded that the Convention Center says workshops can be shown remotely in people's rooms. He will look into the cost.
- John McClellan (SE RD) favors the June dates, given mitigation efforts already in place and the fact that the AVA demographic is the most likely to be fully vaccinated by then.

**Motion** by Nancy Wittenberg (VP): I move that the Board direct the CEO and Convention Committee to continue planning to hold our biennial convention in June as planned. Carl Cordes (PA RD) seconded.

Discussion: Chris Mellen urged all RDs reach out and encourage walkers to come.

Roll call vote: 12 Yes, 2 No

**Motion carried.**

#### 8. Discussion of plans for April EBM (Governance transition)

There will be a large Board turnover. David would like to discuss how to ease the transition and move the next Board forward. Henry would like to extend an invitation to the April session to RDs and DRDs who will be coming in. The retreat date will likely be in late July in San Antonio, and he will plan to invite deputy directors as well.

#### 9. Update on National Walking Week (NWW), Tim Miner

Tim announced he would be attending his County Board meeting to accept proclamation for NWW, and that others have done the same. He will redirect NWW links on the walkvirginia.org website to the AVA website. He asks all to use the hashtag #NationalWalkingWeek. As an example of local outreach, he said he continues to work with his county's trails coalition, who

will help promote NWW. Press release templates were created by the Publicity Committee and are on the AVA website. Mike Green asked if he should deliver NWW events to E3H, even if clubs hosting NWW events aren't part of E3H. Henry said yes. Mike will work with Hector.

10. Mike Green (AT RD and IT Committee).

a. Mike provided an update on new RD capabilities to track E3H participation. RDs will be able to see E3H participation by club. Mike noted that E3H may rename the walk in their marketing to something other than what the club named it, so there may initially be a mismatch. Carl Cordes asked if RDs could get a consolidated report for all clubs, and Mike said he would work on that.

b. In the latest Checkpoint Mike made a plea to update the location information. He then demonstrated how to do so in the meeting. The process is twofold. First, clubs enter a business name, and an address or other identifier in the "Location for map services" box, click Save, and then verify using the button below the box. Sometimes additional information, such as a zip code may be needed to get the location just right. Second, on the map on the right side of the page, clubs should drag the arrow to the right place. While the location feature is important to AVA efforts to develop an app, some RDs felt the need to reenter information already available in the sanction required duplication of effort. The issue is that information in the sanction is not always in the same place and may not be exact. Nancy Wittenberg added that in addition to pinpointing the location, there must be precise information on where the walk box is located within the business.

11. Other topics as needed.

a. Henry requested Board members share best practices to share at April meeting.

b. Mike Green showed Samanta's app video again.

12. Next EBM Tuesday, April 20, 10:00 am EDT. Adjourned 11:58 am EDT.

Respectfully submitted,

Cecilia Miner  
AVA Secretary