

## MINUTES

### Monthly Information Meeting

July 17, 2018

1. The meeting was called to order at 10:01 a.m. edt.
2. All present except SC RD and MA RD. Also attending were Barbara Nuss, Susan Ives, Pat Jewett, Kathryn King, and Samanta Sanchez.
3. Agenda Items:
  - a. Publicity Proposal
  - b. Remove Restriction on cut/paste in achievement books.
  - c. Update on America Walks
  - d. Proposal to raise walk fees.
4. Publicity Proposal – Henry will solicit proposals to increase brand recognition. Money will come from earmarked funds. Board will be required to approve expenditures. Request for Proposal will include the range of \$100K to \$150K for a two-year program.
5. Removal of restriction on cut/paste in achievement books – Jerry Wilson will double check with Karen at headquarters to see if there are any further issues.
6. America Walks – AVA President to sit on their board. America Walks has been invited to have a convention booth.
7. Proposal to raise walk fees will be discussed and voted on during the September meeting.
8. Mike Green made a presentation regarding RD navigation page for renewal of YREs. (Attached)
9. Meeting adjourned at 11:05 a.m. edt.

Respectfully submitted.

Sam Korff, AVA Secretary

Please find below a summary of the AVA IT items, I presented at today's meeting. I have copied the rest of the Board in case they missed some of the presentation, in particular the information about PPSF.

Two new features have been added to RD ESR Navigation web page.

1. The first is an improvement on existing region specific feature to display the current YRE/SEs that have not been renewed for the next year. This improved (V2) feature allows for the display of yet to be renewed events but excludes those events that a club has explicitly marked as "not to be renewed". Another link is provided to list the just YRE/SEs that clubs have marked as not to be renewed. The feature lists events in a compact tabular fashion with a count of the listed events at the top.
2. The second is a new capability for an RD to list the YRE/SEs in their region that are missing participation data for the previous quarter. This feature also provides a compact tabular listing ordered by club ID with a count of the listed events along with a count of the total number of YRE/SEs that occurred in the previous quarter.

Both of the above features have also been implemented on the password protected AVA-EDIT page (used by AVA HQ) to generate either of the above mentioned reports for a selected region or all regions.

PPSF:

1. A 2018 PPSF YRE/SE when renewed for 2019 does **NOT** inherit it's PPSF designation for 2019.
2. I require clubs in my region who wish to designate an event as PPSF to send me an email when they renew or create the event in question.
3. RDs should use their ability to edit an event, using the "edit" button on their listing of unapproved events, to set an event as PPSF **before** approving an the event.
4. While an RD can edit an event using their approved event list, this is not recommended. The reason is that AVA HQ is pretty prompt about billing clubs for sanctioned events once they are RD approved.
5. If you change an event to PPSF more than a day **after** you have approved the same event,
  1. It is quite possible that the AVA has billed the club the standard (non-PPSF) event sanctioning fee.
  2. So, you need to also send an email to AVA HQ ([marian@ava.org](mailto:marian@ava.org)) that includes at least the 6-digit event ID of the PPSF event so they can check if the club has or has not been billed for the event (and reserve the charge in case of the former).

Mike