

SPECIAL CALLED BOARD MEETING
Saturday, April 27, 2024
DoubleTree by Hilton Phoenix Tempe, Fiesta II
Phoenix, Arizona

The meeting was called to order by President Mary Corondan at 4:30 p.m. Instead of a verbal roll call, the Second Vice President will take a picture of the room.

The President reminded everyone that a quorum for the Board of Directors Meeting is fifteen (15). Acting Secretary Richard Follett confirmed that a quorum was present.

The Standing Rules adopted at the Wednesday Board Meeting will continue. The members appointed to the Committee to Approve the Minutes, Timekeeper and Tellers at the Wednesday Board Meeting will also continue in their roles.

The purpose of this meeting is to revise the Policies and Procedures Manual, so it is consistent with the Bylaw amendments that were passed at the Annual Meeting.

Richard Follett, Acting Secretary, presented the recommendations on the agenda on the screen.

Richard Follett moved to update the AVSA Policy and Procedures Manual with the following motions:

Motion 1: page 29, Section 5, Officers and Directors, E. Third Vice President, 1. Shall be informed by all directors of their activities as well as the respective chairs of the following committees: Affiliate, TechWeb, and Plant Registration and Master Plant List.

1. **Motion 2:** page 33, Section 5, I. Directors, 1. There shall be nine (9) directors elected from the membership at-large, one (1) and no more than two (2) whom shall be a resident of another nation other than the United States provided such a nominee is available. They shall be elected to serve terms of three (3) years each, three (3) being elected each year. There shall be a transition period during which the number of directors shall be 15 in 2024, 13 in 2025, 11 in 2026, and 9 in 2027 and thereafter.

Motion 3: p. 41, Section 7. Standing and Special Committees, A. General, 12. All requests for information and assistance directed to the Office Manager shall be cleared by the following:

- a. Vice President responsible for the requesting committee chair.
- b. Third Vice President for all Directors

Motion 4: p. 34, Section 5. 1. Directors, 2. Duties, insert g. Shall report all activities to the Third Vice President.

There were no questions or debate, and the motions were adopted.

Richard Follett presented additional motions concerning the AVSA Library.

Motion 5: p. 64-65, S. Library Committee. 1. Background, 2. Duties of the Chair

1. Background – The AVSA Library, which is housed in the national AVSA office in Beaumont, Texas, consists of a wide variety of convention and other educational materials.
2. Duties of the Chair
 - a. Shall promote, supervise, and encourage the use of AVSA educational materials by AVSA affiliates and members in good standing.
 - b. Shall supervise the maintenance of Library materials by the AVSA office staff by:
 - 1) Creating and developing new and interesting educational programs for the Library.
 - 2) Revising and improving Library material.
 - c. Shall plan for and direct the photographing of each convention show for developing new programs.
 - d. Shall submit a column to the Publications Chair and the Editor, adhering to established magazine deadlines, for the publication in the September issue of the AVM.
 - e. Shall be responsible for deciding when programs are outdated and should be retired and/or reintroduced when updated.
 - f. Shall carry out policy directed by the Board and work in close harmony with other committees and officers.
 - g. Shall be responsible for content of the AVSA website that pertains to the committee.

There were no questions or debate, and the motion was adopted.

President Corondan asked if there were any other business to come before the meeting. No additional business was presented, and the meeting was adjourned at 4:55 pm.

Acting Secretary, Richard Follett

COMMITTEE TO APPROVE

Dr. Jeff Smith, Chair

Gail Podany

Nancy Sullivan