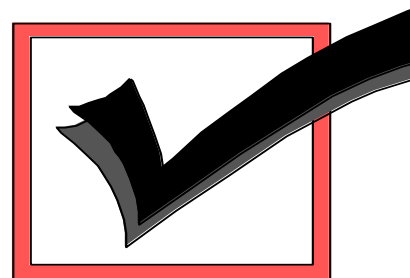


AVA CHECKPOINT



**Official voice of the American Volkssport Association,
America's premier noncompetitive sports organization**

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NEC MEETING

Our next official National Executive Council XVII Meeting will be held July 6 and 7, 2012 at the Fairfield Inn Orlando Airport, 7100 Augusta National Drive, Orlando, Florida 32822, telephone 407.888.2666. The meeting schedule is as follows: 1) Friday, July 6: 7 to 10 p.m. 2) Saturday, July 7: 8:30 a.m. to 5:30 p.m. Both of these meetings are formal meetings.

TAW DEADLINE

The deadline for the October/November issue of *The American Wanderer* is August 25. All articles, including *Tails on the Trails*, and photographs should be submitted directly to Laurel Parrott, Editor taw@bhi.com or mail to: 3526 Humboldt Ave. N., Minneapolis, MN 55412. Be sure to include "TAW" in the subject line if emailing.

18th AVA BIENNIAL CONVENTION ROOM BLOCK RESERVATIONS ARE NOW OPEN

Hotel room reservations can now be made by calling 1.800.380.6751, be sure to request the AVA convention room block if calling. Or simply click on this hotel link [Orlando Airport Marriott >>](#). If you receive a reproduced print copy of Checkpoint, and want to book your room online, go to www.ava.org website homepage, scroll down to the bottom, and click on "Room Reservations at the Marriott."

The negotiated rate of \$99 applies only to the convention dates Monday, April 29 thru Friday, May 3, 2013. The overall dates including the pre and post events are April 27 thru May 5.

Hotel information: Orlando Airport Marriott, 7499 Augusta National Drive, Orlando, Florida 32822-5015.

STARTING POINT 2013 PRE-ORDER DEADLINE EXTENDED TO AUGUST 1

Orders cannot be accepted after August 1, 2012. Pre-Order form is attached, and also on the AVA web site under the *Publications-Forms* link, at *AVA Club Forms*.

JULY 1 – NOVEMBER 15 DUE DATE FOR E-POSTCARDS–OTHER 990s–FINANCIAL REPORTS AND OFFICER UPDATES

A 990 is the IRS income tax form for nonprofits. Proof of E-postcards and other 990 forms filed, Financial Reports and Officer Updates, must be received at this HQ no later than November 15, 2012. After November 15 these reports are past due and a club will be assessed a \$10 late fee.

CLUBS NOT UNDER AVA'S GROUP IRS EXEMPTION

There are still some clubs under another IRS group exemption or they are under their own but they have not given us proof of their exemption under their parent organization or provided their letter of determination. This is a one-time requirement. We must make absolutely certain that all AVA clubs are in compliance to meet our responsibility to the IRS. Without proof a club will be prohibited from voting at the forthcoming biennial convention and they will be levied a late fee for non-compliance with policy. All Regional Directors have been tasked to ensure that clubs in their region have provided this proof.

AVA DUE DATES AND FEE STRUCTURE

Thanks to Bob Wright, Loudoun Walking & Volkssport Club (AVA-892), for an excellent revision of Appendix C, AVA Due Dates, of the AVA Policy Manual. Bob's revision gives details and references, which the old appendix lacked. This revision replaces the old one and then adds a list of Appendix B, AVA Fee Structure.

STAMP HANDLES ARE TAKING A BEATING

Marie is receiving many new IVV Certification Stamp handles that are being returned from Traditional Events with excessive ink on the handles. Once this ink is absorbed into the wood, it cannot be removed easily, if at all. Please help keep these handles clean for the next club by taking these few steps:

- 1) Remove as much ink as possible from the handle.
- 2) Wrap the stamp in a napkin, tissue or paper before it is placed in the bubble bag.
- 3) Use a cloth stamp pad rather than a sponge type. These have proven to be less messy and the stamp does not sink as deeply into the pad.
- 4) Do not over-ink the pad. Less ink will do the trick.
- 5) Use stamp pad ink i.e., ink made especially for stamp pad use.
- 6) Do not write on or carve letters on the handles.
- 7) Remove any labels that were adhered to a handle for use during the event before sending it back.

TIMELINES FOR ENTRY OF PARTICIPATION

The ESR system is date driven, meaning that there is a window of time in which a club can enter the participation data. After that time an entry **ONLY** can be entered at this HQ and a late fee is automatically generated. The window closes 30 days after the stated end date of the event.

There is only one exception: For Seasonal Events that are longer than 3 months, the participation data for these events can be up to 30 days after the end of the following quarter without being late. However, if the data is not entered within 30 days after the event end date, the participation data will need to be entered at this HQ.

When participation is being entered on-time, a confirmation email goes to the email address set up by each club as the official club POC email address. Assessing late fees on participation reports started a long time ago when the number of late participation reports began to be pages and pages long, so late fees began to be charged.

It is absolutely crucial for annual auditing and budgeting that the number of late reports are controlled. Also, complete reports are necessary for decision making. If you are having a problem in this area, please call Marie for assistance (210.659.2112) or email her at: events@ava.org

IVV DISTANCE RECORD BOOKS

Please try to make sure that walkers are recording the distance that they walked in their IVV Distance Record Books. Several books have been returned without their being processed because the space on the line was blank and no distance had been recorded. Some books have been found to have as many as 20 or more empty lines. The distances need to be filled in at the same time as the books are stamped at Traditional Events. Each participant is required to fill in their own distance for Year Round Events and Seasonal Events.

FIREWALLS AND SUPPORTED TECHNOLOGY

After the urgent reminder from the IT Committee in the June *Checkpoint*, there were many emails and calls asking if credit card information was safe. The IT Committee was not discussing the accounting program or the application process for credit cards. AVA runs Cisco firewalls on the servers. Our firewalls and accounting systems are scanned every month by our credit card processing company for compliance as part of the Credit Card Compliance Act. Our processor would not continue to process our credit card sales without proper firewalls. Other questions received concerned the data base not being supported. We recently upgraded to Microsoft 2010. Prior to this upgrade the version of the data base we were running was not supported. Our IT Service Provider, Omnium, recommended this upgrade because of this support problem.

Attachments:

Starting Point 2013 Pre-Order Form – Cannot accept orders after August 1, 2012
AVA Policy Manual, Appendix B and C: AVA Fee Structure and AVA Due Dates