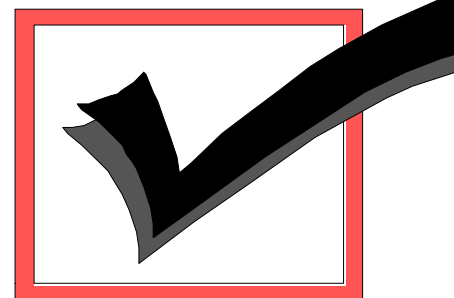


# AVA CHECKPOINT



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## Change in Rules for Event Stamps

Effective immediately, there is a change in IVV rules regarding the use of the Event Stamp. ***This change pertains to traditional events only, not year-round or seasonal events.*** From now on, participants at events which are held on more than one day may pay a fee, complete the event and receive an event stamp ON EACH DAY OF THE EVENT.

An example: Your club has a three-day event in which one sanctioned walk route is offered on each of the three days. A participant may pay for and complete the route each of the three days and receive an event stamp in their IVV books for each day. Of course, the appropriate distance is stamped in the Distance book as well.

This slight loosening of the rules was approved at the 2009 IVV Congress of Delegates. Your outgoing AVA officers agreed to adopt the change.

## TAW Deadline

The deadline for the October, 2009 issue of ***The American Wanderer*** is August 25. All articles and photographs should be submitted directly to: The American Wanderer, Laurel Parrott, Editor, 3526 Humboldt Ave. N., Minneapolis, MN 55412, email TAW@bhi.com Be sure to include "TAW" in the subject line of the email. Some folks continue to send these to AVA Headquarters and this causes delays in your information getting in.

## IRS 990 Filing Time

Between July 1 and November 15, if you have 501(c)(3) status under the AVA 's group exemption, whatever your club's annual gross receipts, you must file some form of IRS Form 990: 990-N (on-line only) for those with under \$25,000; 990 for those with over \$100,000; and 990-EZ for those in between. An instruction sheet is included with this ***Checkpoint***.

## 2010 YRE/Seasonal Entry

The window for entering your 2010 YearRound/Seasonal events is open. You have until August 31, 2009 to get these entered so they appear in Starting Point. Remember that you MUST reselect the Special Events that your YRE/Seasonal qualifies for each year.

## Quarterly Reminder

Quarterly After Action Reports for Year Round and Seasonal events that were running for the second quarter of 2009 are due in the National Headquarters no later than 30 days after the end of the quarter. Remember that the US Postal Service says allow up to seven days to get your reports to AVA HQ.

## End of Fiscal Year Updates

Please remember to update your Club Officer information online whenever anything changes. Remember that AVA cannot make these changes for you. It is also that time of year when you need to submit your Financial Report. This is still in paper form and requires signatures to be valid.

## Year Round/Seasonal Event Stamps

Just a reminder that the plus should have been removed from your stamp as of July 1.

## AVA Pilot Project for Online Year Round Registration

If you attended the recent AVA Convention, you heard about AVA's pilot project for online registration via the internet for AVA year-round events. This summer, AVA leadership will evaluate the current project (located in southern

California). If it proves to be effective and popular, AVA will proceed to the next phase by establishing standards and requirements to expand the project to additional clubs.

If your club is interested in participating in the next phase of this project, please notify AVA of your interest by emailing AVA HQ ([jackie@ava.org](mailto:jackie@ava.org)) or the AVA President ([president@ava.org](mailto:president@ava.org)).

### **National Volkssporting Month**

October is National Volkssporting Month. As in previous years, there is a patch that was designed by Dorm Batson for the clubs to use. An order form and picture of the patch is included with this **Checkpoint**.

### **Volunteering for AVA**

In the coming term, your AVA leadership will focus its efforts on growing participation in our events. Your officers are very committed people, but they can't change AVA by themselves. You will have to help as well. One way you can help is to volunteer to work on an AVA Committee or participate in a Special Project.

If you are curious about what AVA Committees do, please go to [www.ava.org](http://www.ava.org), click on Membership, then on Committees for a description.

I know that volunteering is sometimes a bit scary because you don't know what you are getting into. We will try to make things easier by having each of the Committee Chairs design specific tasks based on your desires so that you can know how much of your time and effort is required. But, you must start the process by expressing your interest.

Contact the Committee Chair in your area of interest or contact me at [president@ava.org](mailto:president@ava.org)

### **AVA Special Project – New Members for the Future**, By President, Curt Myron

Many of you have frequently told me that AVA needs younger people. I agree. There is no reason why AVA should have only one club whose membership is the student body of a school, guided by faculty like any other extra curricular activity. That school, Ar-We-Va School of Westside, Iowa is the solution.

At a time when educations and extracurricular activities are being cut on a massive scale, AVA has the solution that costs a school nothing, emphasizes physical fitness for all, teaches young people how to interact and organize community events and creates a new generation of volkssporters.

There is no reason why we cannot grow our younger participants. All it takes is presenting the Iowa success story to school business managers or administrators to show them what AVA can do for the school and its community. I ask those of you who are active or former teachers to consider approaching only one school, the one you know. AVA will provide the materials and information needed.

We also need a few volunteers to assist local points of contact by tracking and reporting local progress. Remember, we have no problems that new members can't solve.

Contact me at [president@ava.org](mailto:president@ava.org) to help AVA succeed.

### **Changes to your Year Round/Seasonals?**

Remember to email Linda at [Linda@ava.org](mailto:Linda@ava.org) so that changes to your Year Round/Seasonal events can be posted to the changes section where folks can find them easily. This is especially important if you have canceled an event or moved a start location.

### **New Girl Scout Patch**

Included with this Checkpoint is information about the new patch and its use.

### **Club Tips** By Bob Wright

Bob shares 33+ years of experience, research, and insights about building stronger volkssport clubs, better IVV events, and greater participation. Got tips to share or a topic to suggest? Contact Bob Wright at [rwright2@jhu.edu](mailto:rwright2@jhu.edu) or 43224 Cardston Place, Leesburg, VA 20176. Include an evening phone number for any follow-up.

### **Involve Your Members**

Being an all-volunteer organization is challenging. How do you find and keep volunteers? Fortunately there is a lot written on the subjects of recruiting and retaining (which includes recognizing) volunteers—the 3 R's.

### **Recruiting Volunteers**

Either people ask you to volunteer for your club, or you ask them—that's what it boils down to. Really!

You need to be ready to recruit at a moment's notice—any time you might encounter a potential volunteer. Holding a recruitment fair or open house is fine, but opportunities may present themselves when you least expect it—so be prepared always.

True stories: Someone walked up to me at a club walk two months ago and volunteered to be our group walk coordinator; I write **Checkpoint** columns because AVA Executive Director Jackie Wilson asked me. Yes, it could be that simple. I was ready to respond; be sure you are too.

Where do you go from there? Are you ready to welcome volunteers?

### **Know Your Needs**

You can't embrace volunteers if you don't know where you need them? Do a needs assessment as formally or informally as you like. Your objective—a prioritized list of positions where you need volunteer help. Then prepare job descriptions—some people like their duties written down for reference (keep them simple but complete—this is a fun sport which we need to take seriously).

When you know, you are prepared to match volunteers' desires with your club's needs. The sooner you match a volunteer and a job, the sooner the volunteer gets to work and feels satisfied, which increases the probability of retaining that volunteer.

Because our club did an assessment, I was ready to accept Patricia's offer. I didn't have a written job description, so we met at a coffee shop to discuss particulars. She's almost ready to lead her first group walk.

### **Interview the Volunteer**

To find out what a volunteer wants to do, ask, unless (s)he came right out and told you. Have questions prepared. Handy around computers (maybe work on your website, newsletter, membership roster), handy with numbers (treasurer), work outdoors (trailmaster, periodic year-round route checker), don't work (year-round box point of contact, group walk planner), stay at home mom (walking moms group leader)?

Other potential questions: how much time to give each month, when available (days, evenings, weekends). Explore not only what the volunteer wants to do, but also what else (s)he might want to do. Find ways to match desires and needs.

Sound like overkill? Not true. Many organizations, including the American Red Cross, use this approach very effectively. As a small club, keep things in perspective, but don't cut corners. You can do things simply, but you can't not do them lest your chances of success diminish greatly.

FYI, this column and those coming on Retention and Recognition are taken from a series of workshops presented at the 2005 AVA Convention—prepared because then AT RD, Joan Lampart, asked me to present a workshop. Send me your email address if you would like a copy of the handouts from this workshop.

Got tips to share or a topic to suggest? Contact Bob Wright at [rwright2@jhu.edu](mailto:rwright2@jhu.edu) or 43224 Cardston Place, Leesburg, VA 20176. Include an evening phone number for any follow-up.

This serves as contemporaneous notice to the officers of the AVA asserting my exclusive personal ownership of the contents and granting an unlimited non-exclusive license, or rights, to the AVA and its members for the material's use, to include first publication in the AVA's **Checkpoint** newsletter.

### **Attachments:**

Girl Scout Patch Info

IRS 990 Filing Info

National Volkssporting Month Info