Minutes of the AIS Board of Directors Videoconference, Tuesday, January 19, 2021
Special meeting: Judges Handbook Revision
Approved at AIS Board of Directors Meeting, February 24, 2021

Present:
Jody Nolin (6) - President, Affiliate Chair
Andi Rivarola (15) - 1st VP, Convention Liaison (temporary), Public Relations Social Media, Strategic Planning
Bonnie Jean Nichols (17) – 2nd VP, Judges, RVP 17
Michelle Snyder (15) – Secretary, Insurance
Gary White (21) - Immediate Past President, Honorary Awards, Finance
Claire Schneider (15) – Director, Recording Secretary
Doug Chyz (5) - Director, Public Relations & Marketing, RVP 4
Howie Dash (23) – Director, RVP Counselor
Janis Shackelford (15) – Director, Policy, RVP 15
Lorene Crone (7) – Director, Electronic Services
Mike Reed (17) - Director, Awards
Neil Houghton (2) - Director, Image Coordinator, Iris Program Resources Digital
Phyllis Wilburn (14) – Director, Section & Cooperating Society Liaison
Susan Driver (7) - Director, Calendars
Wayne Messer (21) - Director, Exhibition Show Reports, News & Notes, RVP 21

Gerry Snyder (15)
Jean Richter (14) - RVP 14, RVP Representative
John Ludi (13) – RVP 13, Publication Sales Director
Lois Rose (4) - Exhibition Schedules
Linda Baumgartner (20) - RVP 20

This special meeting was called to review, edit and approve chapters in the Handbook for Judges. The meeting began on Zoom at 5:04 PM PST and Chapter 2 was the topic. A quorum was present.

**Motion 1:** to approve Chapter 2 as amended.
Motion by Janis Shackelford and seconded by Phyllis Wilburn. Motion approved.

Discussion:
Once approved, the changes made to chapters will not be highlighted or in some way identified as changes. This will make it difficult for judges to see what is new. A suggestion was to hold judges training sessions to go over the changes in each chapter.

Andi Rivarola described several potential formats of the revised handbook. A black and white printed version will be available for purchase from the Storefront. There will be a print-on-demand version where judges could choose the size of the printed copy (e.g., 8.5 by 11 inches or 5 by 8.5 inches). There will be a color version suitable for electronic devices. These are all potential and further discussion about format is planned.
Spring Reports - Michelle Snyder
Michelle posted the schedule of reports in AISTalk last week. Ten to twelve reports are on the schedule for each month, February through May. Michelle will send out a notice to individuals about when their written report is due. She requests that “Information only” or “Needs Discussion” or “Needs Action” should be at the top each report. One more thing: please include your name on your report.

Meeting adjourned at 6:55 PST.

Respectively submitted,
Claire Schneider