

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) - 1<sup>st</sup> VP, Convention Liaison (temporary), Public Relations Social Media,  
Strategic Planning  
Bonnie Jean Nichols (17) – 2<sup>nd</sup> 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