



NATIONAL SEARCH DOG ALLIANCE

Minutes of the Quarterly Meeting of the Board of Directors
September 5, 2019

Certified

The Quarterly Meeting of the Board of Directors of the National Search Dog Alliance was held by conference call on Thursday, September 5, 2019. President and Chief Executive Officer Adam Kelly called the meeting to order at 7:05 p.m. EDT.

The following Directors were present and constituted a quorum: Adam Kelly, Roy Pescador, Julie Grinnell, Norma Snelling, Sherry Scruggs.

Also present were: Rena Ferguson, Katie Allardyce, Kathy Adamle.

Members of the Board were asked if there were any corrections to the minutes from the August 1, 2019 Monthly Meeting which were posted in the NSDA folder on Google Drive. Minutes were accepted as they stand.

Officers' Reports

President & CEO's Report, Adam Kelly

President & CEO Kelly stated that he hopes to add a Website Liaison soon.

President & CEO Kelly reported that he has been working to update the Evaluator lists for the various disciplines on the NSDA website.

He also reported that the Board of Directors has been working to find, assess and correct discrepancies in wording, procedure and documentation throughout the organization.

President & CEO Kelly stated that he has started to write pieces for the Newsletter.

He also stated that the first photo on the NSDA Facebook page has been posted using one of the discipline icons. He has asked Manager Moody to ask MelRiks Graphic Design if they can add the TM to the icons until we are able to complete the trademarking process.

Executive Vice-President's Report, Roy Pescador

Nothing to report.

Corporate Secretary's Report, Julie Grinnell

Two motions were made by email:

1. A motion was made by Chief Financial Officer Snelling on August 3, 2019 to amend Policies and Procedures 5.3.4.3. Deadlines, regarding the newsletter, by removing item 3

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which reads: “10th of the month: Sent to NSDA President and Chief Executive Officer approved proofreader for corrections/comments/changes”.

Motion seconded by Director Scruggs. Motion carried with 4 votes for, one non-vote.

2. A motion was made by Chief Financial Officer Snelling on August 12, 2019 to request Rodney Wisecarver, CPA, to do a review of the 2018 year end numbers.

Motion seconded by Corporate Secretary Grinnell. Motion carried with 4 votes for, one non-vote.

Five motions were made at the Face-to-Face meeting, in Chicago:

1. A motion was made by Chief Financial Officer Snelling to remove the Letter of Recommendation from the Certification Test Prerequisites.

Motion seconded by President & CEO Kelly. Motion carried unanimously, with one absent voter.

2. A motion was made by President & CEO Kelly to change the wording of the Vaccination Requirements for the Certification Testing to read:

- Proof that dog is 1 year of age
- Copy of veterinary records of current rabies vaccination
- Copy of veterinary records proving that K9 has received adult vaccinations for distemper and parvo at a minimum age of 1 year old, or a positive titer test within the past twelve months

Motion seconded by Corporate Secretary Grinnell. Motion carried unanimously, with one absent voter.

3. A motion was made by President & CEO Kelly, regarding the rule about e-collar use during Certification testing. The motion is to amend the rule to add for an allowance of GPS collars if the evaluator holds the receiver, but the testing candidate may view the receiver upon request throughout the test. The wording would also be amended to change “e-collars” to “e-collars (shock collars)”.

Motion seconded by Director Scruggs. Motion carried unanimously, with one absent vote.

4. A motion was made by President & CEO Kelly to add SUSAR to the list of approved organizations.

Motion seconded by Director Scruggs. Motion carried unanimously, with one absent vote.

5. A motion was made by President & CEO Kelly to start drafting a large acre HR test.

Motion seconded by Corporate Secretary Grinnell. Motion carried unanimously, with one absent vote.

Corporate Secretary Grinnell reported that she spoke to Sylvia Arango about the changes to the Policies & Procedures again, and was told that the changes have been made. Corporate Secretary

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Grinnell let her know that the changes are not showing up, and was told the issue would be looked into.

Chief Financial Officer's Report, Norma Snelling

Chief Financial Officer Snelling reported that she will send the financial reports to the Board by email.

Program Reports

Communications Program, Katie Allardyce

Nothing to report.

Education Program, Annalisa Berns

Manager Berns reported via email that she spoke with Chief Financial Officer Snelling about connecting with the website designer to provide updates and descriptions for the recommended reading list.

Chief Financial Officer Snelling reported that she spoke to the Webmaster, who stated that WordPress is ready to go and that he just needs to know what we want done. Chief Financial Officer Snelling stated that she will speak with him about going section by section, rather than the whole website. President & CEO Kelly added that he would like his Website Liaison involved, and that Manager Berns also wants to be involved for her section. Chief Financial Officer Snelling will set up a conference call with herself, President & CEO Kelly and the Website Liaison, and will also get with the Webmaster for a commitment on the process.

Evaluation Program, Kathy Adamle

Manager Adamle reported that she contacted all the Evaluators that have not done any testing in the last few years. She reported that some said they would like to be dropped from the Evaluator list but may come back later, one scheduled an evaluation, one is working on scheduling an evaluation, and she has yet to hear from another.

She also reported that she will be making sure that the Evaluator Apprentice approval process is completed as required, and will be checking with those already in the system.

Manager Adamle stated that she is continuing to look into jackets, t-shirts, etc., for the Evaluators.

Testing Administrator/Resource Chair, Sherry Scruggs

Nothing to report.

Newsletter, Norma Snelling

There are now 1535 subscribers to the NSDA Newsletter.

Program Marketing, Beverly Moody

Absent, no report sent.

Program Membership, Rena Ferguson

Manager Ferguson reported that she is caught up on sending out membership cards.

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She sent out 11 thank you emails to members for joining or renewing their memberships and sent 5 emails to teams to remind them about renewing their team membership.

Manager Ferguson stated that we have 22 team memberships with 264 members and 220 individual members for a total of 484 members.

PODCASTS, Eva Briggs
Absent. No report sent.

SAR Shop, Anne Goldsmith
Chief Financial Officer Snelling reported that she sold two books, a decal and a t-shirt.

Social Media Supervisor, Sharon Ward
Absent. No report sent.

Testing Program, Karen Nesbitt
Absent. No report sent.

Unfinished Business

President & CEO Kelly will table the discussion on the final draft of the Urban Trailing Standards to email.

New Business

President & CEO Kelly stated that we need to promote training on double-blind problems, and work on educating the membership on what they are, their importance in training, how to set them up, the legalities of double-blind problems, etc. Manager Adamle stressed that the Evaluators asked for a double-blind test, and stated that she does not agree with the Board's decision to not create one.

President & CEO Kelly addressed the Evaluator Apprentice approval concerns and commented that people who went through the entire process, even if it was out of order, should remain evaluators. If they are still in the approval process, their progress should be checked to be sure they are moving through the system correctly. He asked if anyone had gone through the process that did not go to the Board of Directors for approval? Manager Adamle said No. It was agreed that we do not need to revisit those who are done with the process, but those in the pipeline need to be checked.

President & CEO Kelly asked the Board of Directors to review the Evaluator application for Joshua Gerstman by August 8, at 11:59 pm PST.

Corporate Secretary Grinnell asked if all Program Managers should have access to the Minutes folder in Google Drive, as she noticed that only a few did. The Board agreed that all Managers should have access. Corporate Secretary Grinnell stated that she will go in and edit the "view only" permissions.

President & CEO Kelly stated that he is in the process of selecting a new Land HRD Workshop Director since the previous Program Director stepped down. Director Scruggs said that she can step in until a new Program Director is found. Chief Financial Officer Snelling stated that Sally Olson said she would accept if it was offered to her.

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As there was no further business, the meeting was adjourned at 8:03 p.m. EDT.

A handwritten signature in cursive script that reads "Julie Grinnell". The signature is written in a dark ink and is positioned above the printed name and title.

Julie Grinnell
Corporate Secretary