



NATIONAL SEARCH DOG ALLIANCE

Minutes of a Regular Meeting of the Board of Directors

December 1, 2016

A regular meeting of the Board of Directors of the National Search Dog Alliance was held by conference call on December 1, 2016. President Susan Fleming called the meeting to order at 17:02 MST.

The following directors were present and constituted a quorum:

Terry Crooks, Susan Fleming, Jen Skeldon, Norma Snelling, Heather Proper-VanValkenberg

Absent were: Julie Gibson, Bridget Jackson, Kathleen Kelsey

NSDA members present were: Rena Ferguson, Sherry Scruggs, Christin Kieffer-Wisser

Minutes of the November 3, 2016, Quarterly Meeting were approved by the board as corrected.

OFFICER'S REPORTS

President's Report, Susan Fleming

Review committees will not be finished by January 2017. In order to keep our high quality of standards; they will be reviewed and approved as they are finished.

Vice President's Report, Terry Crooks

We had a request for cancellation and refund of membership that was charged due to an auto-pay. It will be refunded.

Secretary's Report, Jen Skeldon

It was discussed at the face-to-face meeting polled for interest in changing to a video call meeting style vs phone-in? Not everyone has video conference capabilities so we will not pursue this. Another conference call service was discussed since we have had a bad connection in the past.

Jen will create a google drive folder for NSDA documents and send out a few things for everyone to edit and look at.

Treasurer's Report, Julie Gibson (emailed report)

November financials as of December 1, 2016: Net income = \$3444.

Total Liabilities & Equity = \$ 81,809 an 6.1% increase from December 1, 2015.

The budget was changed since the face-to-face meeting. The income and expenses were not the same. They are now balanced. The 2017 Proposed Budget was approved as modified.



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COMMITTEE REPORTS

Education Chair, Wade Boyd

Wade connected with Anne Shehab (Delaware) and Marty Scott (Oregon) in order to coordinate education projects.

Wade submitted a short paper entitled “Effective Use of k9 Teams for Search and Rescue”. The paper was created in response to a request from Susan Fleming for the creation of a handout that could be given to Search Managers to help them make better use of K9 teams.

Wade proposes to work on the development of a more detailed reference on the same subject. The expanded version would be available on the NSDA web site and would include more in depth materials on deployment strategies, references to the benefits of NSDA certification and connection to the lists of NSDA certified teams. If the board supports this expanded reference work would also work on a strategy for distribution to the community Search managers... (in WA state it would be <http://www.wssarca.com>)

Wade will work with the education committee to develop a study guide for the trailing online test.

Evaluator Chair, Heather Proper-VanValkenberg

The Acceptance of Risk form has been added to the “Forms” under Evaluator Login. Heather has notified the evaluators notified about this.

Newsletter, Norma Snelling

Subscriber numbers remain approximately the same. The new editor is taking on more responsibility for the entire newsletter for December.

Norma is retiring as editor of the SAR Dog News as of May 2017 and recommends that the newsletter be put out every other month, beginning January 2017.

Membership Chair, Christin Kieffer-Wisser

Status	# of members
Current	413
Expired	7
New	3
Founding	14
Lifetime	11
Total	448

Nominating Committee, Julie Gibson (emailed report)

Julie and Kathleen are working on the NSDA Member Application and the Business Applicant Application.

For business applicants we will accept a CV/resume in lieu of a BOD application.



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Podcasts, Eva Briggs (emailed report)

Eva has emailed four or five different people who said they would be willing to speak for a podcast but none of them has responded yet with a time that they would actually be available. She is always looking for new speaker ideas so if anyone has them it would be very helpful.

SarShop, Susanna Guizar

No report from Susanna. Terry spoke with Suzanna and she is just trying to sell what we've sent her. One item was sold in November, but our merchandise isn't selling.

Social Media Chair, Suzanne Elshult (emailed report)

Date	Facebook Likes	Twitter Followers	Instagram Followers
January 1, 2015	434	5	8
January 6, 2016	895	11	22
November 29, 2016	1182	31	45

Testing Administrator/Resource Chair, Sherry Scruggs

The website resource list is being updated each time a test is given and there are additions to the list. Certificates are being sent to the passing canine teams within 5 days of receipt of the paperwork from the evaluators.

Testing Chair, Rena Ferguson

There have been 222 tests given in 2016 so far. Way above the goal of 175!!

The board finalized details on Regional/Grant/Training plans for 2017 at the face-to-face meeting. Information will be sent to evaluators. All board members approved the finalized details about testing grants.

To receive the \$300 NSDA grant; a team must have 3-9 tests with a minimum of 3 handlers testing. All evaluators will submit their expense receipts to the event organizer and the event organizer will pay the evaluators and mail all expense receipts to the NSDA treasurer for reimbursement. Only one \$300 grant per team per year is allowed.

For a regional test to be reimbursed up to \$500 per evaluator per event; there must be 10 or more tests with a minimum of 6 handlers. Evaluators need to perform a minimum of 3 tests individually. Add "For more information for NSDA funding, please contact the testing chair" to the Testing Request. All evaluators will submit their expense receipts to the event organizer and the event organizer will pay the evaluators and mail all expense receipts to the NSDA Treasurer for reimbursement.

Website Liaison, Laurie Strite (emailed report)

6 change request and 0 problems – YAY! (1 end user problem was resolved before we worked on it)

Jenifer Arballo has come on board to assist with end user problems. Laurie will focus on the change requests and then we will back each other up.

We will be adding a "Board Login" on the website for Board Only Documents.



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NEW BUSINESS

There will be a closed meeting after the board meeting.

There being no further business, Heather made a motion to adjourn with a second by Jen. The motion passed unanimously and the meeting was adjourned at 18:00 MST.

Jen Skeldon, Secretary / December 1, 2016