



NATIONAL SEARCH DOG ALLIANCE

Minutes of the Monthly Meeting of the Board of Directors

January 3, 2019

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The Monthly Meeting of the Board of Directors of the National Search Dog Alliance was held by conference call on Thursday, January 3, 2019. President and Chief Executive Officer Norma Snelling called the meeting to order at 7:03 p.m. EST.

The following Directors were present and constituted a quorum: Norma Snelling, Sue Wolff, Sherry Scruggs, Heather Proper-van Valkenberg, Roy Pescador.

Also present were Rena Ferguson, Leslie Kucinkas, Adrienne Wisok, Julie Grinnell, Kathy Adamle.

Members of the Board were asked if there were any corrections to the minutes from the December 6, 2018 Regular Meeting which were posted in the NSDA folder on Google Drive. As there were none, the minutes were approved.

Officer's Reports

President & CEO's Report, Norma Snelling

President & CEO Snelling reported that Kim Veldheer has been appointed as Chair of the Land HRD review committee.

She also reported that \$80.00 has been paid to Compusoar for an aMember upgrade and that the aMember program now shows actual expiration dates for members.

President & CEO Snelling stated that stated that cards have been printed by Distinct ID and are being sent out this week by Kim Veldheer.

Executive Vice-President's Report, Sue Wolff

Executive Vice-President Wolff stated that she is compiling information and putting together a 2018 Annual report.

Corporate Secretary's Report, Sue Wolff

Corporate Secretary Wolff reported that an email motion was made by Norma Snelling on December 21, 2018 to accept the revised Avalanche Standard and Prerequisites for Avalanche Ski Patrol Responders. Motion carried, unanimously.

On December 26, 2018, Sue Wolff made a motion, seconded by Roy Pescador, to approve the 2019 budget as presented by the Executive Committee. Motion carried, unanimously.

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Chief Financial Officer's Report, Heather Proper-Van Valkenberg

Chief Financial Officer Proper-Van Valkenberg stated that she had not received the financial data from the Assistant Financial Officer and it would be forwarded to the Board when it was received.

Program Reports

Communications Program, Leslie Kucinkas

Communications Program Manager Kucinkas reported that she is waiting on follow-up from several individuals, regarding her current projects.

Education Program, Adrienne Wisok

Manager Wisok reported that she and Communications Program Manager Kucinkas met with a friend who does PODCASTS. This friend has offered to allow NSDA to use the PODCAST software for free, if the Alliance would like to get set up. Communications Program Manager Kucinkas stated that she has attempted to contact PODCAST Manager Briggs but has been unable to do so. President & CEO Snelling asked that Education Program Manager Wisok and Communications Program Manager Kucinkas choose someone to do the PODCASTS but keep Eva Briggs as part of the committee.

Manager Wisok reported that she is looking for more volunteers. Brendan Fike is researching state standards, and Annalisa Burns is reading all NSDA literature and recommended reading and writing reviews. Manager Wisok is asking for suggestions for more reading material. President & CEO Snelling suggested including PowerPoint presentations by Wade Boyd and coordinating with Sue Bulanda.

She also stated that she hopes to get to reviewing tests but would ideally like to find a volunteer to do it.

Manager Wisok reported that she did a test printing through Cafepress, but there was difficulty with the logo. She suggested updating the logo to something more screen-print friendly. She also reported that the logo did not embroider well. Cafepress suggested screen printing the logos and embroidering the lettering. There was discussion following, and several suggestions were made for other options.

Evaluation Program, Kathy Adamle

Manager Adamle reported that she is working on getting a few more people set up as Evaluators. President & CEO Snelling stated that she and Manager Adamle will contact Evaluators that have not been testing or need to renew memberships and see what they are planning to do.

Testing Administrator/Resource Chair, Sherry Scruggs

Administrator Scruggs reported that 155 tests have been given in 2018.

Newsletter, Norma Snelling

Editor Snelling reported that there are 1,474 subscribers to the newsletter.

Co-Editor Wolff reported that the NSDA Newsletter has been accepted for review by the Dog Writers Association of America to see if it meets criteria to receive a prize.

Marketing, Beverly Moody

Absent. No report sent.

Membership, Rena Ferguson

Manager Ferguson reported she has sent twelve (12) emails to thank members for joining or renewing their membership, and contacted members concerning updating their home addresses or email addresses.

She also stated that she worked with President & CEO Snelling to update six (6) different team memberships.

Manager Ferguson stated that we presently have eighteen (18) team memberships with a total of 228 members and 215 individual members, for a total of 443 members.

PODCASTS, Eva Briggs

Absent. No report sent.

SAR Shop, Anne Goldsmith

President & CEO Snelling reported that there were not any sales during the month of December.

Social Media Supervisor, Tracy Wessel

Absent. No report sent.

Testing Program, Karen Nesbitt

Absent. No report sent.

Unfinished Business

Director Pescador reported that he is still waiting to hear back from one person, regarding the Urban Trailing standards.

New Business

President & CEO Snelling announced the three distinguished top Evaluators as follows:

Kathy Adamle – 19
Sherry Scruggs – 17
JoMay Pescador – 12

She stated that the Board of Directors needs to decide how to recognize these efforts and asked for input. Executive Vice-President Wolff made a motion for one (1) year memberships for the awards. President & CEO Snelling seconded. Motion carried.

Director Pescador pointed out that JoMay Pescador has been in the top three for the last three years and suggested special recognition for her.

President & CEO Snelling asked for suggestions for verifying membership numbers in the field, during evaluations. After much discussion, she suggested revisiting the issue in a few months when card distribution is caught up.

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President & CEO Snelling suggested that each Evaluator should be responsible for their own expenses and submit receipts to Assistant Financial Officer Daggett, instead of Chief Financial Officer Proper- Van Valkenberg. She also suggested increasing the meal allowance from \$40 to \$45 per day. Executive Vice-President Wolff made a motion to make the changes. The motion was seconded by Director Scruggs. Motion carried.

President & CEO Snelling reported that part of the \$2,500 Hero Dog award was used for expenses to cover software and Evaluator travel, leaving \$2000. She is looking for suggestions for the remaining funds. She plans to revisit the issue at the February Board of Directors meeting.

President & CEO Snelling is asking for ideas on a distribution system for photos. She is looking for someone to be responsible for handling the photos and release forms. Director Scruggs suggested that the photos be sent to her. President & CEO Snelling asked Director Scruggs to put something in writing so it will be clear to everyone. Director Scruggs said she will put something on the evaluator sheets and that Evaluation Program Manager Adamble can send an email to evaluators asking them to send test fees to Assistant Financial Officer Daggett and everything else to Director Scruggs.

As there was no further business, Executive Vice-President Wolff moved that the meeting be adjourned. Seconded by Director Scruggs. The meeting ended at 7:52 p.m. EST.



Julie Grinnell
Assistant Corporate Secretary