

**NATIONAL SEARCH DOG ALLIANCE
MINUTES OF THE BOARD OF DIRECTORS MEETING
March 22, 2008**

DRAFT

The National Search Dog Alliance held a meeting of the Directors by conference call on March 22, 2008. The call to order was by President Dee Wild at 7:10 PM, CST

The following Directors were present and constituted a quorum.

Dee Wild	Terry Crooks
Norma Snelling	Scott Robbins
Lisa Higgins	Sue Wolff
Sherry Scruggs	

Members in attendance:

Larry Welker	Denise Blackman
David Lynch	Teresa McFadden

There was a vote of the EB whether to accept the minutes of the last quarterly meeting held on January 19th 2008. Sherry Scruggs moved to accept the minutes and Lisa Higgins seconded the motion. There was a unanimous vote by the EB to accept the motion.

I. NOTICE

The meeting was called in accordance with the bylaws of the corporation. Notice was e-mailed to the directors and membership.

II. FINANCIAL STATUS REPORT, Dee Wild

NSDA has \$19,137.09 with \$4,500 as restricted funds leaving us with an available balance of \$14,637.09

III. OFFICER'S REPORTS

President's Report, Dee Wild

- a. We continue to move the organization forward. We are now moving toward beta testing standards. The whole purpose of beta testing is to identify not only what changes need to be made on the draft standards but also identify additional documents that may be needed. On the recent avalanche beta test, it was identified that we needed better guidelines to follow in setting up tests. This is one of those easy to fix areas. As we move forward to beta test different disciplines, we may find that major changes may be needed to the draft standards. So we are excited that we

- have entered into this phase of developing the standards and look forward to beta testing the different disciplines as they are ready.
- b. Our newsletter continues to reach out to handlers both here in the US and abroad. There are over 800 handlers receiving the newsletter.
 - c. We are trying to find better ways of handling the daily business of the organization. One of those ways is in implementing the Amember program that is specifically designed for membership organizations. This program will allow emails to be sent out automatically to the member prior to their membership ending. We will also be using this program to email information to our members.
 - d. Our organization is very blessed to have handlers from across the country and abroad coming forward offering to help in any way. Right now, we have 68 people that have stepped up to help support our efforts. A major reason NSDA has grown as rapidly as it has is the hard work and effort that these 68 people and the Executive Board have given. We are meeting one of our basic reasons for forming, giving handlers a voice and a role in governing their organization. I would like to thank everyone for their efforts and thank those that will join us in the months to come.
 - e. We have several new committees, including our Networking Committee, which you will hear more about in the committee section of the meeting and a Book Review Committee. This will be a small committee of individuals that will review books and provide information about the book to our members.
 - f. A film company contacted NSDA as they were looking for a handler with a child that would like to talk about the work their parent is doing. They were doing possible short pieces for the Disney Channel and were hoping our organization could help them find a handler. We provided the film company with several handlers on the West Coast.

Vice President's Report, Norma Snelling

Scholarship applications: 6 applications have been received for scholarships. It will be announced again in the April newsletter. The cut off date will be May 1st.

Sale items for the Conference: Samples of T-shirts, fleece hats, ball caps, hand towels, cloth carrying bags and HRD target tubes will be taken to the Strategic Planning meeting in New Orleans March 28th for the review of the Board. We will discuss how many of each to purchase and prices for various quantities.

Sellers Permit and Resale License: We have applied for licenses for the State of California since that is where we are purchasing our sale items. We still need to obtain the proper licensing for the state of Indiana for the conference. If we begin to sell our items on our web page, it will be necessary to determine the method needed to meet state sales requirements for the United States.

Recommendation for meeting notice: The Bylaws require a 60 day notice to the members for quarterly board meetings but we should also put reminders in our

newsletter and email a reminder to our members just before the cutoff time to request to attend.

Treasurer's Report, Dee Wild reported on behalf of Mary Jane Boyd
Mary Jane has stepped down as the Treasurer due to job changes and other activities taking place in her life, including two new 8-week-old puppies. She has done a great job for us, helping get the organization up and running from handling our 501.c.3 documents to setting up our financials. We are not going to let her get too far as we are already talking to her about a couple of other items she may be interested in helping us with in her spare time. We are now blessed to have Sue Wolff step up and take over the Treasurer's role until our new board members are seated. Sue has a background in finance and should do a great job helping us maintain our financial stability. Sue will now provide us with our current financial balances.

Secretary's Report, Sherry Scruggs
Hopefully everyone got the test e-mail that I sent about a month ago. I would advise anyone changing their contact information to please let me know. I got some e-mails kicked back that were not deliverable and I'm trying to figure out how to reach those people. In the future you should see all the meeting announcements and special events being sent to you by whoever the secretary is. I've hopefully now got all the information that is the responsibility of the secretary all in one spot so the transition for the next secretary will be a smooth one.

IV. REPORTS FROM STANDING COMMITTEES

Education: Ms. Snelling reported that the committee has sent her a second draft of chapter 2 of the training manual. The subject matter is advice on how to pick out a prospective search dog. She is very pleased with the quality of work by the committee.

Avalanche: Mr. Crooks reported the avalanche criteria have undergone peer review and three beta tests. The tests were held in Montana, Utah and California. Others are still pending due to conditions and schedules. The criteria have been warmly received by the vast majority as a basic industry standard test with two live burials. We plan on doing some further work on test set up and pre-test briefing procedures to clarify the test objectives.

Area: Ms. Wild reported for Mary Jane Boyd. The Area Committee has completed the first two rounds of peer review for its proposed testing criteria and is ready for beta testing. Although there is still some tweaking to be done to the criteria we are going to collect the feedback from the beta testing prior to making any further revisions. If your organization is interested in beta testing the proposed area search criteria please contact Mary Jane Boyd at mjb5778@aol.com. The cutoff date to sign up for beta testing is April 4, 2008.

Disaster: Ms. Scruggs reported the committee has presented the standard to the executive board and is very close to sending it out for peer review. We are moving some stuff around after advisement from the executive board and it's just a matter of cutting and pasting some of the requirements and presenting them in a different manner. One of our committee members is moving and won't be back on line for 2 weeks so we will have to wait for her so she can give her input to the changes.

Tracking: Ms. Snelling reported for Jennifer Massey. The committee has sent the standards to the executive board for their feed back before sending it out for Beta testing.

HRD: Ms. Higgins reported the committee is moving forward.

Network: Ms. Snelling reported the committee has 7 members from various parts of the country. Their job is to set up the criteria for the upcoming meetings to start in May. They will be developing subject topics, methods of communication and inviting teams to join in.

2008 Conference:

1. Insurance: The cost for liability insurance is about \$860.00. Sue Wolff is going to clarify exactly what this will cover. The EB will not decide on this until more information is known. Dee Wild will make contact with Camp Attebury to see what coverage they have and exactly what NSDA needs to have.
2. Hotel discounts: NSDA has applied for a credit card from Capital One so that we can block out rooms for potential conference attendees. The hotels that have been contacted and dog friendly are Days Inn, Travel Lodge, and Red Roof Inn. Members will get a \$10-12 dollar discount.
3. Registration: The Yahoo page is having trouble letting people access the information. The registration form has been revised to add different levels for some of the disciplines.
4. Vendors: NSDA welcomes vendors and will have a place for them to set up their displays.
5. Volunteers: Folks are coming out and wanting to help with the conference. Some are working on packing the goodie bags, manning registration, and identifying folks to be targets for all the different disciplines.
6. Conference pluses:
 - a. There will be a power point presentation available so all can see what is available at the camp.
 - b. There are buildings that the dogs can work in and will be videoed. The participants will hopefully get to keep the videos.
 - c. There will possibly be training on hot-loads on a helicopter.

V. OLD BUSINESS

1. Strategic plan- The EB will meet in New Orleans this coming up weekend. Working time will be 12 hours on Saturday and 6 hours on Sunday. All the EB should have already sent in their analysis of the existing organization.
2. Web Page- Our web page is being updated and conference information is being added. We still have several details to iron out but it should be up before the end of March.
3. Election Process- A notice to the membership requesting applicants has been prepared, along with a description of the election process, the voting regions of the country and a time line for the Board. These will go out in the next couple of days for Board review.

VI. NEW BUSINESS

FEMA Reply: In late January, FEMA expanded the review of completed NIMS materials to organizations that were identified as having substantial knowledge in the search and rescue field and a vested interest in the final outcome of FEMA's initiatives. We are happy to report that NSDA was one of the organizations invited by FEMA to take part in providing comments and feedback to the NIMS Resource Typing and Credentialing System. As a result, NSDA sent in numerous comments detailing areas we believe need to be reconsidered. Once the SAR Work Group goes through all comments received, the adopted changes will be posted on the FEMA website for open public comment.

Logo Use: Ms. Snelling suggested that all correspondence now have the logo and slogan printed at the top of all correspondence. Sue Wolff is looking into the trademark requirements for the insignia. It should cost around \$375.00 to get it registered. Terry Crooks is going to get Tennille to put the trade mark insignia in the proper place on the logo. Then a very clear copy will be sent to Sue in order to register the trademark.

President Wild thanked the members in attendance and stated that any other ideas from members would be welcomed.

VII. ADJOURNMENT

There being no further business, the directors agreed to adjourn at 8:15 PM, CST.

Respectfully Submitted,
Sherry Scruggs, Secretary