

NOTES FROM THE BOARD OF DIRECTORS
NATIONAL SEARCH DOG ALLIANCE
CONFERENCE CALL WORKING SESSION

Thursday July 15, 2010, 8:00 EDT

uncertified

Members attending: The following Directors were present and constituted a quorum:

Terry Crooks	Frank Hancock	Sherry Scruggs
Norma Snelling	Larry Welker	Sue Wolff

Absent were: Cameron Daggett (travelling out of cell range)

Jan Meyer

Guests attending: None

Decisions voted on since the last meeting via e-mail:

Sue Wolff made a motion and Larry Welker seconded to waive the thirty (30) notice of meeting for the meetings on July 15, 2010, and August 5, 2010. Yes votes were returned by Terry Crooks, Cameron Daggett, Jan Meyer, Sherry Scruggs, Norma Snelling, Larry Welker and Sue Wolff. Frank Hancock did not return a vote.

Officers' Report:

President: None

Vice President: None

Secretary: None

Treasurer: Larry Welker has signed the bank signature cards and forwarded them to the Secretary. Former Treasurer Cam Daggett will forward checks still in his possession to Norma Snelling.

Old Business

Peggy Ann Buchman, present Membership Chair, has agreed to take over as Products Chair. Pat Totillo responded to the ad for a Membership Chair. Secretary Sue Wolff made a motion to approve both appointments and Treasurer Larry Welker seconded it. The motion was approved unanimously.

As Pat Totillo's move to Membership leaves the Education Chair open, a discussion of that job ensued. It was decided that there should be an Education Chair in an overseer, management position with Committee Heads under him/her. Two Committee Heads that are needed immediately are one for the Training Modules and another for the testing Study Guide. President Norma Snelling wants an ad to go out this week. Sherry Scruggs said she would work on one with Pat Totillo.

Terry Crooks addressed the issue of presentation of documentation before testing. He stated that originally all the testing prerequisites included having candidates present their records in a three ring binder. That was changed to a manila envelope for the seminar due to travelling. However, Terry felt that the binder requirement should never be changed. He stated that the intent of everyone having all their K-9 records in one folder was that they would have all of them together to present to law enforcement whenever required. Treasurer Larry Welker suggested that a notebook with the NSDA logo on the front with blank training pages be offered to all certification candidates. It was decided that would be a good item for sale in the NSDA Depot. It was also suggested that sample training log pages be included on the NSDA website.

Sue Wolff stated that, since the Resource List has been compiled and is ready to be posted, that a decision needed to be made about how it should be designed for utilization. Sherry Scruggs said that the original thought was that users would click on their state on a map of the United States and then on a starred location in that state. A popup window would supply information regarding resources at that site. It was decided that the information displayed would have the team's name, contact information and number of certified handlers per discipline. The Resource List page would also require a disclaimer stating that NSDA is not responsible for the validity of the information contained in the List.

New Business

The frequency of Board Meetings and utilization of an Executive Committee was discussed. The Executive Committee would consist of the President, Vice-President, Secretary and Treasurer. The Executive Committee is delegated to act for the Board for the purpose of handling day to day decisions required of the organization and emergency matters where time is an issue. Actions taken by the Committee will be brought, or sent by email, to the next meeting of the full Board where they will be reviewed and included in the minutes of the Board. It was decided to have meetings every three weeks with the full Board and Executive Committee alternating meeting dates. The Secretary will send out a list of meeting dates.

As the Bylaws are in the process of being revised, several questions have arisen that needed to be discussed by the Board. Items discussed were:

1. Proxies: President Norma Snelling made the statement that the Board exists to safeguard the members of NSDA. With proxies, a minority faction of the membership could jeopardize the will of the majority of the membership of the Alliance without notice. As Sturgis states that it is ill advised for non-profits to utilize proxies, it was decided to eliminate their usage.
2. U.S. citizenship required for Board members: As NSDA grows into foreign countries, it needs to remain a United States managed organization so this requirement should to be incorporated into the Bylaws.
3. Size of the Board of Directors: A suggestion has been made to change the Board of Directors to

six (6) Regional Directors and three (3) elected at large. If one NSDA Region has more active candidates, having three at large members would allow these interested parties to be elected to the Board.

4. Quorum of members: The number required for Bylaw or policy changes, removal of a director, etc. was discussed. Also discussed was the percentage of signatures required on a petition from members.
5. Requirements for membership votes: Thirty days notice should be given to members of changes in the Bylaws., removal of a Board member and/or changes in the Policy and Procedures, whether initiated by the Board or by the membership.

A discussion ensued regarding the historical records of the Alliance. Sherry Scruggs suggested that all the records be scanned and stored in three or four different places. President Norma Snelling had a concern about what the IRS requires to remain in hard copy and tasked Secretary Sue Wolff with finding out.

Sherry Scruggs interjected that funds need to be budgeted for the Secretary's use. She mentioned printer ink cartridges, flash drives and CDs as some secretarial expenses that need reimbursing. Note was made by the Treasurer of this budgetary need.

Sherry Scruggs said that the Water HRD Workshop needs fine-tuning in adding the log book requirement and removing the slide referring to taking a written test. She went on to mention that there will be a Water HRD Evaluator Workshop on Wednesday, July 21, 2010, at 8:00 p.m. EDT.

President Norma Snelling asked Sherry Scruggs to revise the Area Workshop Power Point and to create the one for Trailing. Sherry agreed to do so.

Treasurer Larry Welker brought up the need for a refund policy regarding seminar registrations. He went on to explain that a registrant at the Cody Seminar could not attend for medical reasons. The man has requested a refund of his \$325. The Board agreed that, under the circumstances, he should receive his money back. President Norma Snelling mentioned that this action, and others pertaining to refunds, should be incorporated into the Policy and Procedures. Secretary Sue Wolff said that she had already interjected a proposed policy on refunds in a P&P draft and would make sure this was included.

It was decided that the next meeting on August 5, 2010, would be the Executive Committee only. Secretary Sue Wolff said she would send out a list of meeting dates and attendance requirements.

There being no further business, the meeting was adjourned at 9:05 p.m. EDT