



## NATIONAL SEARCH DOG ALLIANCE

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Minutes of the Monthly Meeting of the Board of Directors

October 3, 2019

Certified

The Monthly Meeting of the Board of Directors of the National Search Dog Alliance was held by conference call on Thursday, October 3, 2019. President and Chief Executive Officer Adam Kelly called the meeting to order at 7:02 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: Annalisa Berns, Kathy Adamle.

Members of the Board were asked if there were any corrections to the minutes from the September 5, 2019 Quarterly Meeting which were posted in the NSDA folder on Google Drive. Corrections will be accepted through Monday, October 7, 2019.

### **Officers' Reports**

#### President & CEO's Report, Adam Kelly

President & CEO Kelly reported that he has been working on the issues between PayPal and the NSDA website. He reported that the issues have been solved.

President & CEO Kelly reported that he has started working on the Acreage Adjustment chart.

He also reported that the concerns with the Evaluator Apprenticeship process have been successfully addressed.

#### Executive Vice-President's Report, Roy Pescador

Executive Vice-President Pescador reported that he had been notified that his NSDA email address was not working, and expressed concern that his may not be the only one. President & CEO Kelly stated that he would look into the issue.

#### Corporate Secretary's Report, Julie Grinnell

Corporate Secretary Grinnell reported that she has updated the Motions by Topic file in Google Drive through the third quarter.

She also reported that all Program Managers should now be able to view the 2019 Minutes folder in Google Drive.

Corporate Secretary Grinnell stated that she spoke with Sylvia Arango about the changes to Policies & Procedures not being made. Ms. Arango stated that she did make the changes, however they are not showing up on the NSDA website. She will continue to look into the issue.

#### Chief Financial Officer's Report, Norma Snelling

Chief Financial Officer Snelling reported that she will send the financial reports to the Board by email. President & CEO Kelly asked who uploads the reports to the NSDA website. Chief Financial Officer Snelling stated that, following discussion by the Board of Directors, it was decided to no longer post the financial reports on the website since they are available for viewing on Guidestar. President & CEO Kelly suggested removing the Financials tab from the website if the reports were no longer going to be posted to the website.

Chief Financial Officer Snelling also reported that the contact information on the signature cards for the CDs has been updated.

### **Program Reports**

Communications Program, Katie Allardyce  
Absent. No report sent.

#### Education Program, Annalisa Berns

Manager Berns reported that communication has begun on how to promote double-blind training.

President & CEO Kelly reported that he is no longer in contact with his candidate for Website Liaison, and asked Manager Berns if she would be interested in the position until someone else is found. Manager Berns accepted.

Chief Financial Officer Snelling made a motion to have the Webmaster transfer the NSDA website to WordPress. President & CEO Kelly seconded. Motion carried, unanimously.

#### Evaluation Program, Kathy Adamle

Manager Adamle reported that there are 2 (two) new Principal Evaluators for Trailing. She also reported that 2 (two) new applicants have entered the process and are ready to start their Evaluator apprenticeships, in Land HRD and Area Search.

Chief Financial Officer Snelling asked for the information on the new Evaluators so that it can be posted in the Newsletter. Manager Adamle stated that she will email it to her, and she also reminded President & CEO Kelly that it needs to go on the Principal Evaluator contact list.

Executive Vice-President Pescador asked about the list of Apprentice Evaluators that was discussed last month. Manager Adamle stated that there is only one, and asked him if he received the email with that information that she sent him. Executive Vice-President Pescador responded that yes, he had received it.

President & CEO Kelly reported that he is having trouble getting the new Workshop Director to commit. He asked for another week to fill the vacancy.

Testing Administrator/Resource Chair, Sherry Scruggs

Administrator Scruggs reported that there have been 68 tests administered to date this year.

Newsletter, Norma Snelling

Editor Snelling reported that there are now 1542 subscribers to the NSDA Newsletter.

President & CEO Kelly asked about continuing Director Scruggs' column about Water HRD tips. Editor Snelling said that she will resume the column in November and will post requests for input from the membership. Director Scruggs stated that she will send something to Editor Snelling for the November column.

Program Marketing, Beverly Moody

Manager Moody reported, via email, that MelRiks has updated the discipline icons to include the TM.

Editor Snelling reported that there is an issue, when cropping the certification photos for the Newsletter, with the icons getting cut off. Manager Berns suggested a free site that she can use to resize the photos.

Program Membership, Rena Ferguson

Manager Ferguson reported that she sent out 11 (eleven) thank-you emails to members for joining or renewing their memberships, and 5 (five) emails to teams to remind them about renewing their memberships.

She stated that we currently have 22 team memberships with 264 members, and 220 individual memberships for a total of 484 members.

PODCASTS, Eva Briggs

Absent. No report sent.

SAR Shop, Anne Goldsmith

Absent. No report sent. Chief Financial Officer Snelling stated that she has not had correspondence with Manager Goldsmith for a couple months, and will try to contact her to see if she wishes to continue as SAR Shop Manager, or if she wishes to step down.

Social Media Supervisor, Sharon Ward

Absent. No report sent.

Testing Program, Karen Nesbitt

Absent. No report sent.

### **Unfinished Business**

Chief Financial Officer Snelling stated that after talking to several teams about their Urban Trailing Standards, there are several ideas and suggestions that she would like to pass on the Board for consideration. She will send out an email.

Chief Financial Officer Snelling also questioned the time limit on the proposed Urban Trailing

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Standard. After discussion, she stated that she will gather more information and then send out an email to the Board for a vote.

**New Business**

President & CEO Kelly reported that he has been working on the Acreage Adjustment Chart. He tabled further discussion to email and future meetings.

President & CEO Kelly stated that he has been looking at Cody, Wyoming as a possible location for a western seminar. Chief Financial Officer Snelling said that she will find out where NSDA has held a seminar there in the past, and will also contact K.T. Irwin to ask about seminars that she has done there.

President & CEO Kelly asked about a time frame to aim for, for the seminar. Chief Financial Officer Snelling suggested after May.

President & CEO Kelly asked the Board of Directors to email him with times that would work for an executive meeting sometime in October.

As there was no further business, the meeting was adjourned at 7:49 p.m. EDT.

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

**Julie Grinnell**  
Corporate Secretary