



NATIONAL SEARCH DOG ALLIANCE

Minutes of the Monthly Meeting of the Board of Directors

July 2, 2020

Certified

The Monthly Meeting of the Board of Directors of the National Search Dog Alliance was held by conference call on Thursday, July 2, 2020. President & CEO Adam Kelly called the meeting to order at 7:03 p.m. EDT.

The following Directors were present and constituted a quorum: Adam Kelly, Roy Pescador, Julie Grinnell, Brendan Fike, Sherry Scruggs.

Also present were: Rhonda Dyer, Rena Ferguson, Sherry Scruggs, Norma Snelling, Valarie Findlay, Dana Lerma, Emma Mullaney.

Members of the Board were asked if there were any corrections to the minutes from the June 4, 2020 Monthly Meeting which were posted in the NSDA folder on Google Drive. As there were none, the minutes were approved.

Officers' Reports

President & CEO's Report, Adam Kelly

President & CEO Kelly reported that there are several projects moving along. Chief Financial Officer Snelling is helping with the transfer of the NSDA website to WordPress. They are hoping to find someone to take care of it, once it is switched over.

He also reported that he fixed the issue where people couldn't find the field test for purchase. Now members and non-members alike can find it.

He has been working with Manager Moody to create a business statement for NSDA, to remain professional and non-political. He said he will probably go out in a letter to the membership, and possibly be posted on the website.

President & CEO Kelly reported that there are lists of people wanting to help with both Beta tests, but they are on hold because of the pandemic.

He is still working with Administrator Scruggs on the online Evaluator system.

Executive Vice-President's Report, Roy Pescador

Executive Vice President Pescador reported that he fielded questions from the membership.

President & CEO Kelly asked him to prepare a Slack presentation, on Zoom, for the Board.

Corporate Secretary's Report, Julie Grinnell

Corporate Secretary Grinnell reported that she has updated the Organizational Chart as well as the Contact Information document that goes the Board and Program Directors.

She has been working on creating email forwarders for all of the Program Directors.

Corporate Secretary Grinnell also reported that she has solved the issue of Executive Vice President Pescador and Manager Allardyce not receiving email inquiries.

She also added the information to the member version of the Policies & Procedures that pertains to how to run for Board of Director seats, and updated other items in the member version of Policies & Procedures (M-1.4 & M-3.3) that had been approved but never updated. All changes have been uploaded to the NSDA website and Google Drive. She then updated the Board version of Policies & Procedures to reflect approved changes to 5.8.4.4 and uploaded it to Google Drive.

She reported that the Motions by Topic file has been updated through the second quarter of 2020 and uploaded to Google Drive.

Corporate Secretary Grinnell stated that she is continuing to work on the Secretary's Notebook.

Chief Financial Officer's Report, Brendan Fike

Chief Financial Officer Fike reported that he has not received the financial reports from Assistant Financial Officer Daggett but expects to get them on Monday.

Program Reports

Communications Program, Katie Allardyce

Absent. No report sent.

Education Program, Annalisa Berns

Absent. No report sent.

Evaluation Program, Kathy Adamle

Absent. No report sent.

Testing Administrator/Resource Chair, Sherry Scruggs

Administrator Scruggs reported that testing is starting to pick up.

Newsletter, Norma Snelling

Editor Snelling reported that there are now 1587 subscribers to the NSDA Newsletter.

Program Marketing, Beverly Moody

Absent. No report sent.

Program Membership, Rena Ferguson

Manager Ferguson reported that she sent out 16 (sixteen) thank-you emails to members for joining or renewing their memberships. There are 2 (two) teams that are overdue and have not yet paid

their memberships and have been sent a copy of the new invoice.

She stated that we currently have 17 (seventeen) team memberships with 214 members, and 242 individual memberships for a total of 456 members.

Manager Ferguson reported that she deleted 11 (eleven) members that had been sent notices and were more than 60 days overdue.

She also prepped 50 membership cards to be sent out this month.

PODCASTS, Eva Briggs

Absent. No report sent.

SAR Shop, Norma Snelling

Chief Financial Officer Snelling reported that there was \$27.87 in sales for June.

She stated that the 100 rockers labeled “Wilderness Cadaver” have been received, and rockers for Urban Trailing need to be ordered.

Social Media Supervisor, Sharon Ward

Absent. No report sent.

Testing Program, Rhonda Dyer

Manager Dyer reported that she has forwarded the Excel file for Beta testing to President & CEO Kelly, Manager Adamle and Manager Snelling.

Old Business

President & CEO Kelly stated that the current Covid-related deadlines will stand as-is for now.

Executive Vice-President Pescador stated that he will reach out to Corporate Secretary Grinnell and Manager Dyer this month, regarding Document Control. He is thinking about having one or two people, or a committee, to sign off on documents that are being released to the public and the membership. He stated that currently, documents are becoming uncontrolled at a certain point.

New Business

President & CEO Kelly opened discussion on making the Executive Director a paid position. It was suggested to make them a contractor, and to look up rules and regulations for Texas because that is where NSDA is based. It is not uncommon for Executive Director positions within non-profits to be contractors.

President & CEO Kelly stated that we still need to decide what the duties will be, what we would pay, and assign a committee to go out and find candidates. He was asked how we would pay and responded that positions like this are created with capitol and then if they choose to continue, they go out and find their own funding, such as grants.

Further discussion was tabled.

President & CEO Kelly opened a discussion on the K-9 Flanker proposal. He stated that it would be

Minutes of the Monthly Meeting
July 2, 2020

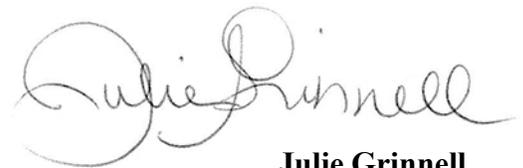
like SARtech II, but instead of focusing on mountain and ground pounding, it would focus on assisting a K-9 Handler. Director Scruggs expressed her approval, stating that it encompasses the items from SARtech that she would want in a K-9 flanker. She suggested having a committee to make decisions. President & CEO Kelly agreed on making a committee and figure out what skill sets we want to carry over from SARtech. Executive Vice President express concern that it would put a toll on the Evaluators. Director Scruggs suggested skill modules that would not all have to be done in one day. Some could be online, and some in the field. Manager Snelling cautioned that we need to emphasize that this will not enable Handlers to use a flanker when taking a NSDA certification.

President & CEO Kelly suggested a members-only Facebook group. Chief Financial Officer Fike expressed concern about removing people whose membership has expired. Corporate Secretary Grinnell felt it would invite arguing and would have to be monitored. President & CEO Kelly agreed that it may be reinventing the wheel, when there are other Facebook groups where people can talk. Discussion led to the decision to not create a members-only Facebook group.

Chief Financial Officer Fike stated that one of the four CDs matured on the 1st. He asked the Board if we want to renew. After extensive discussion of other options, the Board agreed to let this CD roll over.

Manager Snelling will take care of getting Chief Financial Officer Fike on the signature card tomorrow.

As there was no further business, the meeting was adjourned at 8:42 p.m. EST.

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